

# Memorandum of Understanding for EARSeL SIG Chairpersons

## (2025)

The goal of this document is to list and describe the responsibilities and tasks of the SIG chairpersons.

### Introduction

The main scientific efforts of EARSeL are concentrated in Special Interest Groups (SIGs). These SIGs form the foundation of the activities of EARSeL and its 'raison d'être'. They encourage cooperation and foster innovative applications of remote sensing.

The SIGs are very valuable to the scientific community, and they are of great value to the sponsoring bodies.

The SIGs organise workshops and specialist meetings, the reports and proceedings of which are published.

Each SIG is led by one or two chairpersons, who ensure an active functioning of these groups for the EARSeL community.

Only EARSeL members can become SIG chairs. Non-member can apply but must be ready to become member and pay the 2025 membership fee before the end of the year.

Each chairperson is elected following a procedure defined by the Bureau. The election process will start in spring 2025 by publishing a call for chairpersons and will finish with the approval of the election results by the Council members during the Council meeting in May 2025. Each chairperson receives the mandate to (co)lead a SIG and to follow the guidelines listed in this document:

### **1. Workshops**

The organisation of workshops is an essential way to keep a SIG active and to give its members the opportunity to meet and discuss recent advances in the field.

- A. A workshop should be organized at least every two years either as a stand-alone event or in association with one or many other events or as a dedicated session during the EARSeL Symposium.
- B. The organization of this event must respect the "**Guidelines for the Organisation of EARSeL events**" which you can find on the EARSeL website or receive from the EARSeL Office.
- C. A workshop is organised by a local organiser, which has to be an EARSeL Member.
- D. The conference chairperson for workshops can be the SIG chairperson(s).

- E. A strong publication strategy must be defined and can take benefit of the agreement signed between EARSeL and the European Journal of Remote Sensing.

## **2. Website**

- A. Each SIG must have its own speciality group presented on the EARSeL website.
- B. The SIG chairperson can be the webmaster of this website or appoint another member of the SIG for this task.
- C. This website must be regularly updated with information linked to the activities of the SIG (workshops, publications, projects) or with information related to the topic of the SIG (job opportunities, non EARSeL events, calls for proposals).
- D. In case of problems or questions, the webmaster in charge can contact the webmaster of the EARSeL website.

## **3. Key members establishment**

To support the chairperson in his/her activities (workshop organisation, website maintenance, publications, etc.), each SIG shall establish a group of key members in the first months of his/her mandate. This core of members will be the cornerstone of the SIG.

## **4. Participation at Council meetings**

The SIG chairpersons are invited to EARSeL Council meetings to present the activities of the SIG and more specifically share information about past and future events.