



CAASTRO ANNUAL MEETINGS

It is proposed that CAASTRO will hold an Annual Retreat and an International Scientific Conference each year.

Annual Retreats \$38,000 per annum

Annual Retreat Goals:	Team Building, Collaboration, Communication, Progressing Science Program, Mentoring and Professional Development.
Attendees:	All CAASTRO Members (separate stream for admin staff)
Duration:	2 - 5 days (plus 0.5 or 1 day for ECR/Student session)
ECRs/Students:	An additional half or full day attached to this event for specific professional development activities for Early Career Researchers and CAASTRO students.
Prizes & Awards:	For ECRs and Students Ensure transparent process Best Research Presentation Best Media Coverage Best CAASTRO Video

- Locations should be reasonably accessible via an airport, and isolated enough that no one is able to return to their office.
- Accommodation and meals to be included in the main event budget
- Airfares to be paid by each Node.

Proposed Schedule of Dates:

22-23 November 2011	Annual Retreat, Bungendore, NSW
24 November 2011	Proposed ECR/Student PD
13-15 November 2012	Annual Retreat, Cairns QLD (Solar Eclipse – 14 Nov 6:39am)
16 November 2012	Proposed ECR/Student PD (if accommodation available at reasonable prices, and airfares booked Dec 2011)
November 2013	Annual Retreat, Margaret River, WA
November	Proposed ECR/Student PD

Annual Scientific Conference \$30,000 per annum

Annual Scientific Conference Goals: World class unique science

Leader: CAASTRO Chief Investigator

Process: The CI will select and manage the Scientific Organising Committee (SOC) which is responsible for preparing the agenda. The SOC will have geographic and gender diversity. The SOC will invite a small group of key participants to support the conference, and then once they are locked in, it will be advertised.

The Chair of the SOC is also the Chair of the Local Organising Committee (LOC), and they will work with Susan Parker on running the event. The LOC will involve Post Docs and Students.

Attendees: Invited International Guests
Open to all participants
100+ attendees

Duration: 3 – 5 days
2 x half days off for other activities (including sightseeing events)

Location: To be determined by the SOC.

- Registration Fee: \$200 - \$500 per delegate
- Announcement to be made at least 9 - 12 months in advance
- Conference Gala Dinner
- Delegates pay their own airfares (except for special invited guests or sponsored places)
- Delegates will most likely pay for their own accommodation (or subsidised)
- CAASTRO pays for meals, venue and event activities (from budget plus registration fee)
- Theme of the conference each year should reflect a balance of Dark, Dynamic and Evolving between workshops and other activities during the year.

Proposed Schedule of Dates:

September 2012	Annual Scientific Conference, Sydney (CI to advise location) CI : TBA , Theme: Dynamic Proposed Topic: Transient searches with next generation telescopes TBC
June - August 2013	Annual Scientific Conference, Uluru, NT CI : Stuart Wyithe, Theme: Evolving Proposed Topic: High Z
June 2014	Annual Scientific Conference, (CI to advise location) CI : TBA, Theme: TBA