NOAA Climate & Global Change Summer Institute

1 July 2016

Dear Summer Institute Participants,

I'm excited to meet you all in a few weeks! Our institute's theme this year is *"One Step Outward: Getting Out of Your Comfort Zone to Increase your Impact."*

Before you arrive, I'd like you to notice the boundaries of your comfort zone. Your comfort zone contains scientific topics, like paleoclimate, ocean circulation, or atmospheric transport. It contains methods, like coding, simulation, data analysis, laboratory experiments, or field experiments. It contains ways of operating: e-mail, calling people, focused work, or isolation. If you stay in your comfort zone, you will be rewarded. You will do things you like to do, and you will do them well.

You may also be rewarded by getting out of your comfort zone, because you—and your science— will evolve into something new. During the institute week, I'd like you to think about *taking one step* out of your comfort zone. You will do this mainly by discussing aspects of science, but also by discussing issues that surround science, but are not directly scientific. We'll be lucky to have Renee Lertzman (reneelertzman.com) leading a session on one of the most uncomfortable topics of our time: how do humans react to the fact that climate change is coming?

You won't be challenged by your surroundings, though, because Steamboat Springs is a beautiful place to hang out. You'll have the afternoons free to do that.

You'll also be a little uncomfortable because I will ask you to do a few things besides just showing up. Here are my requests for your participation and preparation:

1. **Reflection**: As mentioned, please think about where your comfort zone lies before you arrive. Just notice topics, issues, ways of being that make you comfortable or uncomfortable. We will not quiz you on this!
2. **Punctuality**: Sessions start at 8:30 a.m. Please respect our speakers, and be in the room ready to begin on time.
3. **Engagement**: I ask that you remain fully engaged and not use computers or phones during the sessions. There is a long break during each morning when you can check e-mail or deal with other matters if you need to. Afternoons are free, too.

4. **Talk timing and target**: If you are giving a talk, please prepare it for an audience that does not specialize in your science. Your audience will give you feedback on just one question: How well did they understand the whole thing? In addition, please plan for a *20-minute talk.* You *will* be cut off at exactly 20 minutes. No reprieve for "I'm almost done."
5. **Panel discussions**: Your talks will be given in panels of 3, or sometimes 4. In addition to speaking in that panel, you're asked to prepare a panel discussion, which you should do by the evening before the panel starts. See the description of the panel discussions below.
6. **Debates**: Current C&GC/PACE post-docs will participate in a debate—one on Monday evening and one on Wednesday evening. The day assignments are given at the end of this message. The debate topic will be given on the morning of the debate day. You'll have all day to prepare your arguments. Meet your team in the morning and discuss how to work together.

Post-docs: If this sounds like a lot of preparation—it is. Figure out the most efficient ways of doing business that work well *for you*; you're probably well on the way to doing that already. You're all going to have amazing careers in which executing your ambition exceeds available time. Example tricks: Let your mind drift through possibilities for your panel discussion during your morning run. Have a 15-minute breakfast meeting with your group to align vision, but only after you've done some thinking yourself. Instead of practicing your talk, know which 3 slides you can cut if you're running behind.

That's all for now. See you soon!

Tami Bond

(More instructions follow)

Expanded panel discussion description:
After all the talks are given, there will be 10 minutes for questions, and 20 minutes for a panel discussion. If there are no questions, you have 30 minutes for your discussion.

You should choose a discussion topic that: (i) incorporates themes or skills from all of the presentations in the panel; and (ii) is worthy of discussion among intelligent scientific people with a range of backgrounds. Some of the panels will have an easier time selecting a theme than others—that's life! You should also address the questions: Regarding this theme, what *is* being studied because it is common or easy; what *is not* being done because it is uncomfortable, uncommon or difficult; and what could be done to change that situation?

You have liberty to structure your panel discussion. You might just have the three panel leaders talk about the topic. You might choose a moderator from among you to engage the audience. You may randomly select people in the audience to answer questions from you. The format is open!

Your panel group should prepare your joint ideas well before the day of the panel. That means that Monday panels (at least) may wish to communicate before they arrive.

Fill the time—have extra questions or ideas ready in case you finish soon. There should be no looking around sheepishly and saying, "I guess we're done."

Debate assignments:
Participants will be given their topics at breakfast on the day of the debate.

	For	**Against**
Monday	Sebastian Eastham Xue Feng Laura Fierce Alison Gray	Colin Averill Tim Cronin Alexander Robel Nathan Steiger
Wednesday	Alyssa Atwood Becky Bolinger Lisi Pei Scott Steinschneider	Navid Constantinou Feng He Flavio Lehner Salvatore Pascale