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Scientific policy and Data rights

Préparé par:	Annie BAGLIN	
Accepted by par:	Scientific Committee	
Pour application:		

HISTORIQUE DES MODIFICATIONS DU DOCUMENT

Ed.	Rév.	Date	Modifications/	Visa
1		12/02/01		
2		19/05/04	<i>Data rights, project team, 5 WG</i>	
3		15/03/05	<i>Definition of CO-Is GIs and Associated Scientists Rights an duties of the Co-Is SC advisory board Publication policy</i>	
4		20/05/06	<i>3.1 c) In case of reobservation of the same field</i>	
5		11/06/07	<i>§4 on publication policy</i>	SC 24
6		13/09/07	<i>Modif 4.4 Typ 2e Insertion: copyright</i>	SC 25
	1.	14/09/07	<i>Minor tupos, inclusion of Germany in the copyright, which was missing</i>	
	2	14/10/08	<i>§ 4.2 Modification list of CO-I responsables in sismo</i>	SC 29
	3.	29/12/08	<i>§ 4.2, List of builders, Copyright,</i>	SC 30
	4.	19/05/09	<i>§4.2.2 Additionnal programmes Correction of a typo Five instead ofFfour</i>	SC31 SC32

DOCUMENTS DE REFERENCES

Repère	Référence	Titre du document
DR1	COR-SP-0-83-PROJ	Scientific specifications
DR2	ESA SP 1306	CoRoT Book



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COROT Scientific Policy and Data Rights

1. The COROT observation programme

It includes two components

1.1. The Core programme (CP)

Defined by the two primary scientific objectives (as described in DR1: COR-SP-0-83-PROJ from 17/12/97 in french and in english) , it has two components also :

a) the 150 day observing « long runs » devoted to asteroseismology and planet search , called **central programme**,

b) several « short runs » of around 20 to 30 days devoted to asteroseismology, called **exploratory programme**. The number of short runs dedicated to this item will be approximately half of the total number of short runs.

The central programme (a) will be focussed a small number of selected targets and to planet search, whilst the exploratory one (b) will give wider coverage of the H-R diagram.

The target selection is determined by the COROT Scientific Committee (CSC) who has the responsibility of ensuring that the mission achieves its primary scientific goals.

1.2. The Additional Programmes (AP)

These programmes are open to Guest Investigators.

They address any science case outside the Core Programme.

It is considered that seismology in the exoplanet field and exoplanet studies in the seismology field belong to the additional programmes .

There are three possible types of AP, depending on the type of data required :

- a) A short run devoted to a specific target fields (say 20 days) not necessarily devoted to asteroseismology or planet search .Half of the short runs will be devoted to this case.
- b) A few hundred windows of the exoplanet field during each long run.
- c) Data obtained under the Core programme or under the Additional programmes (a) or (b).

For the additional programmes, individuals or groups will bid against an AO and if successful become Guest Investigators (GIs) and will have data rights exclusively for the science of their additional programme - the CSC having rights for other uses of these data.

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The selection for Additional programmes will be made by the CSC who will take into account the quality of science and the level of contribution by participating countries and ESA.

2. General Organisation of the project

The COROT Steering Committee

Functions

- * examines the recommendations from the successive Review peers
- * is responsible for the general development of the project, the budget, the human resources , the planning, the management and quality insurance policy.
- * endorses the final observing programme (both the Core programme and the Additional programme)

Composition

- * DSP/E2U/D, président, DCT/PO/D co-président
CNES Programme Directorate representative , Secretary
- * DCT/PO/SC/D
- * INSU/CNRS director
- * Directors of the french space laboratories participating to the project
(Laboratoire d'Etudes Spatiales et d'Instrumentation pour l'Astrophysique, Institut d'Astrophysique Spatiale, Laboratoire d'Astrophysique de Marseille)
- * One representative of each country and/or agency participating to the project
- * Project manager and Principal Investigator (invited).

2.1. The COROT Scientific Committee (CSC)

Functions

- * definition of the observing programme: selection of targets for the core programme and selection of the response to the AO for the additionnal programmes
- *organisation of operations
- * verification of the fullfilment of the mission specifications
- * organisation of ground based observing campaigns before and during launch.
- * organisation of the activities of the Scientists : list of Co-Is, of Working groups
- * Data distribution policy and organisation of data reduction.
- * Public outreach

Composition

- * Chair : PI
- * CNES Programmes Directorate
- * Project Scientist, representing the Project Team
- * 1 representative of each major laboratory, each participating country and ESA
- * Chairs of the working groups
- * Project Manager (invited)

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SC Advisory board (SCAB)

The SCAB, lead by the PI, is composed of the WGs coordinators, the IS, the PM and the PI. When necessary, and in between meetings of the SC, the SCAB can act on behalf of the SC and has to report to the SC of its actions at the next SC meeting.

2.2. The scientific Working Groups (WG)

Scientists in the COROT community (i.e. belonging to the countries participating to the mission) can become members of the Working Groups as CO-Is or Associated Scientists.

The list of the WGs is established by the CSC

Presently there are five working groups :

- Seismology WG,
- Exoplanet WG,
- Seismology Ground based complementary observationsWG
- Exoplanet Complementary observations WG
- Additional programmes WG

The working groups have organised their activity in "Teams", responsible for a specific task. Each team leader can become a Co-I.

The list of the teams is proposed by each WG and established by the CSC (TBC).

2.3. The Project Team

The project team is the group in charge of designing and delivering the instrument .

2.4. CO-Is, GIs and Associated scientists

CO Is

They are scientists of the contributing countries, highly involved in the project.

For instance, scientists responsible for a specific task in the project (instrumental or scientific) can become Co-Is.

Each contributing country can have up to 5 Co_Is, one of them being member of the Scientific Committee. France will keep the majority.

In ESA's case, scientists of member states not directly involved in the project and willing to participate to working groups have been selected by ESA/CSC following bids in response to an AO issued by ESA.

The list of Co_Is is defined by the CSC and updated when needed.

GIs

Guest Investigators are scientists leading an Additional Programme which has been selected

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Associated scientists

They are members of the Contributing countries, working in a team coordinated by a Co_I/GI.

3. Data rights

3.1. Planning for the data release

It has three steps

a) Data reduction phase

The data will be first reduced by the Project Team in the COROT Data Centre, under the responsibility of the Instrument scientist.

The preliminary results e.g. detection of candidate planets and detection of oscillations, or other topic of prime interest, will be published by the CSC as soon as possible before any scientific interpretation.

The Project Team will publish the performances of the instrument.

b) Release to the Co-Is and GIs

The data will be delivered to the IAS Archive and accessible by all the Co-Is and Guest Investigators after validation by the CSC, approximately six months after the end of each run.

Papers written by Co_Is and their teams, will have to be posted on a private web page for internal referring by the CSC during a limited period (15 days TBC), before submission for publication (see 3.3).

c) Public release

One year after the first release of a set of data to the Co-Is and the Guest Investigators, the access of this set will become public. In case of a planned reobservation of the same region of the sky, the data corresponding to these targets will be released to the public, after the last run on this field..

3.2. Rights and duties of the Co-Is and GIs.

The Co-Is and GIs will be given the possibility to head scientific collaborations involving teams within or outside the CoRoT community; the members of these teams, who are not CO-I/GI, are called **Associated Scientists** (see §2.5).

Co-Is and GIs will be accountable to the CSC for the distribution and use of the CoRoT data they have acquired as a result of their status of Co-Is or GIs (in case of GIs they have data rights solely for the science of their additional programme).

The Co-Is and GIs will be required to notify the CSC about their plans for collaborations using CoRoT data, by submitting, prior to the distribution of the data, lists of participants to the collaborations that they are heading, and in case of Co-Is the science objectives pursued in these collaborations.

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The CSC, after collecting such input from all Co-Is and GIs, will distribute this information to all CoRoT community, thus providing the opportunity for the various teams preparing to get involved in data analysis to merge efforts and collaborate when their goals and approaches are similar. The CSC itself can also encourage such collaborations where and when it feels necessary.

In cases, if any, of proposed use of the data leading to unfair competition, for instance on the benefit of a team outside the CoRoT community, the CSC has the right to « veto » Co-I's or GI's proposals for collaborative use of the CoRoT data. This right of « veto » holds for the one-year proprietary period only.

4. Publication policy

As already mentioned, all the Co-Is have access to all the CoRoT data, but some publication rules have to be defined to allow

- a fair recognition of the work that has been done for producing CoRoT light curves in term of publications, whatever the nature of this work,
- the CoRoT Community to work together as a coherent group, avoiding free lance attitudes.,
- to optimize the Science return within the guaranteed time period of 1 yr after data release to the Co-Is,
- to produce the best light curve analysis,
- to drive the necessary follow-up operations in a good coordination and the most efficient way.

The large number of actors implies some pre-organization.

A supplementary difficulty comes from the fact that the information from COROT itself is necessary but often not sufficient for a complete analysis especially for the exoplanet programme, requiring follow-up activities, strongly depending on COROT data.

All publications types including communication during scientific conferences, press releases and referee papers are subject to the publication policy described in this document, as well as publication in astro-ph or similar. We use the generic term of “publication” in this respect.


4.1. Type of authors

There are different types of authors: the Project Team, the CoRoT builders, the Co-Is, GIs and Associated scientists and finally the scientific community, after the end of the proprietary period.

4.1.1. The Project Team

The Project Team is composed of people involved directly in the definition and the building of the instrument and the satellite.

The list of Project Team members is established by the Project Scientist, and accepted by the CoRoT Scientific Committee (CSC).

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4.1.2. The CoRoT « Builders »

There are Scientists and/or engineers, that have contributed to the production of Light Curves, in a major way (\geq equivalent 2 yrs, full time). They have to appear in the publications, even if their work is not strongly linked to the content of the paper. The CSC will have to verify this. The list of ‘Builders » is established by the CoRoT Scientific Committee (Annex 1, chap 5).

4.1.3. The Co-Is

During the protected period the Co-Is will access all the N2 data. Rules for papers and authors are detailed in 4.2.

4.1.4. The GIs

Guest Investigators are Scientists leading an Additional Programme which has been selected. Authors of papers on the corresponding Science case should be members of the proposing team; the ranking will be under the responsibility of the GI. In case of conflict, the CSC will decide.

4.1.5. Associated Scientists

During the protected period Associated Scientists can be co-authors of papers under the responsibility of a Co-I. Their list is based on the collaborators named in the answer to the LoI for the Core programme, but can evolve slightly, in particular including post-docs.

4.2. Type of papers and their authors

4.2.1. Type 0 paper: Instrument and performances

It concerns the whole instrument.

At least 3 types of papers are foreseen under the responsibility of M. Auvergne.

The authors will be the members of the Project Team; other contributors can be included if necessary.

*- In flight performances including SCAO, optics, detectors, stray light ...

*- Characterization of the space environment

- Particle environment
- Stray light measurement
- Thermal perturbations and impact on the signal

* – Programmation of the instrument and corrections

4.2.2. Type 1 and 2 papers

Then the two programmes have slightly different points of view, though there are always two levels, one corresponding to a less advanced astrophysical interpretation

*For the seismology programme

Type 1 Seismology papers: First data analysis.

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These publications should contain AT LEAST result of a standard analysis as defined within the DAT (see CoRoT Book, chap. VII.2).

In some cases standard analysis as defined in the CoRoT book might turn out not be enough or not to be relevant. These cases will be considered case by case (with the coordinator of the SWG and with the coordinator for the DAT.)

Responsibility for the analysis and publication

The targets are dispatched according to types in the hands of relevant scientific groups managed by the following Co-Is

- Solar-like candidates: Thierry Appourchaux
- Giants : Caroline Barban
- O and B stars: Conny Aerts
- Be stars: resp. Coralie Neiner
- A- and early F stars: Eric Michel & Rafa Garrido
- Gam Dor: Philippe Mathias
- Am stars: Sylvie Vauclair
- Ap stars: resp. Werner Weiss

These scientists are in charge of proposing to the SWG coordinator, a person in charge of coordinating the analysis and its publication **for each target**, following the rules mentioned in the present document.

Authorship

Authors list is composed according to the relevant scientific group, taking care to feature people involved in ground based preparation observations needed for this work

Names from the list of builders (see § 5 this document)) will complete the author list and the 3d author position will be kept for a member of this list.

Type 2 Seismology Papers: Others.

These works are in the hands of Co-Is (who have access to the N2 data as soon as they are available)

They include

- *data analysis separate from that described above under Type 1 papers*
- *modelling and seismic interpretation.*

To ensure a propriety period for works on modelling and seismic interpretation, the following rules have been accepted.

The papers producing modes parameters (frequencies, amplitudes, phases, line widths, etc...), will be made **available only to Co-Is**, in preliminary form as soon as possible, and posted on the CoRoT Pub site and become visible to all Co_is when accepted by the internal referring.

Once accepted by the internal referees these papers can be submitted for publication. But the papers, and their contents, **may not be released outside the CoRoT Co-I community in any form** (eg preprints, astro/ph, conferences, web pages, lectures, personal communication,.....etc ...) **prior to publication.**

This means that no public advertising system should be used during that period.

This embargo is lifted **4 months** after the deposit on CoRoT Pub, if the paper has been accepted

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for publication but not yet published.

Co-Is will have access to the results of Type I papers during the period between the moment of submission of Type 1 papers to CoRoT internal referees and the submission to a journal (see above).

Co-Is undertaking analysis of light curves are encouraged to cooperate with the relevant groups of modellers and interpreters.

** For the exoplanet programme*

Here the distinction between I and II relies on the existence of complementary data or not.

- Type 1: publication based on unpublished CoRoT data only

- Type II: publication based on unpublished complementary or preparatory observations in combination with CoRoT data/information. Under complementary observations we understand preparatory observations, e.g. those that have led to the Exodat data-base, or any observations that have been made as a consequence from knowledge of unpublished or proprietary Corot data/information.

When Paper I & II refer to the same objects and report a transiting planet they should cross-refer; they should be submitted, **published and announced simultaneously in pair**;

Authors Possible papers are proposed by the task leaders or by any member of the CoRoT Exoplanet Science Team (CEST).

The list of authors should contain:

- All the CoRoT Exo-CoIs as defined by the CSC including « Builders » that contributed in a major way to the success of the mission.
- Associated Scientists that successfully contributed more than 1-year full time equivalent to CoRoT Scientific effort leading to publication.
- Outside Scientists that contributed in a significant way to a given publication.

The alphabetical order is used except for the first five authors.

The first author is the leader responsible to carry out a timely publication.

The selection of the first authors is proposed by the task leaders and decided by fair agreement among the Co-Is (in case of conflict the decision is made by the CSC);

- *For the Additionnal programmes*

The rules are the same as for the seismology programme.

Authors list is composed according to the relevant scientific group, taking care to feature people involved in ground based preparation observations needed for this work

Names from the list of builders (see § 5 this document)) will complete the author list and the 3d author position will be kept for a member of this list.

4.2.3. Type 3: Public period

Report of analyses using data that have been made public, i.e. after the protected period

Though there are no strict internal rules on these papers, it may be fair that the Community keeps on working in a similar way.

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General remark! The publication of a large number of papers is preferred to the publication of fewer big papers

4.3 Internal referring

All papers will be submitted to an internal referring.

A web site is set-up where the manuscripts will be posted.

Before submission to a scientific journal, they will first be available to the Editorial Board composed of 3 CSC members (e.g. 1 sismo, 1 exo, 1 AP) + PI . This Editorial Board will have the responsibility of a pre-referring, which will consist essentially in checking errors or misunderstanding of the mission. They can do it themselves or ask another CSC member or expert of their choice to do it.

The answers have to be given rapidly: within 15 days as a goal, 20 days as a dead line. In case of no response from the editorial board to the authors after the 20 days deadline the paper will be considered automatically approved.

In case of unsolvable disagreement between the author and the editorial board, the final word will rest with the CSC, who will take the final decision on the paper. The editorial board and ultimately the CSC have the right not to allow a manuscript containing CoRoT proprietary Co-I/G-I data to be submitted, although this should remain exceptional.

After this delay the manuscript will be accessible by all CO-Is.

This of course does not apply to data that are publicly available (i.e. after the 1 year period), but authors will be encouraged to continue submitting their manuscript that way for an easier referring.

4.4. Copyright

Each paper has to contain this sentence:

The CoRoT space mission, launched on December 27th 2006, has been developed and is operated by CNES, with the contribution of Austria, Belgium, Brazil , ESA (RSSD and Science Programme), Germany and Spain.

5. Annex 1 List of builders

A hard core of investigators is defined as the CoRoT "**Builders**".

There are scientists that have contributed to the production of Light Curves, in a major way (\geq equivalent 2 yrs, full time).

The list of Builders is established by the Scientific Committee.

5.1. WG coordinators, IS and PI

M. Auvergne
C. Catala



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P. Barge
M. Deleuil
E. Michel
W. Weiss
A. Baglin

5.2. Assistants of the IS

M. Ollivier
L. Jorda

5.3. Data corrections and archive

F. Baudin
R. Samadi