

Rules of Governance of the Senior Research Scientist Council of the Jet Propulsion Laboratory

Preamble

The community of Senior Research Scientists at the Jet Propulsion Laboratory, for the purpose of:

Representing the interests of the JPL science and technology community to the JPL management,
and,

Undertaking studies and activities of importance to the JPL science and technology community,
and

Advising the Chief Scientist and the Chief Technologist on matters relating to the research
program of the Laboratory, and

Acting as an advocacy body for the health of research at JPL,

hereby establishes, with this document, the Rules of Governance of the Senior Research Scientist Council of the Jet Propulsion Laboratory.

Article I

The Name of this organization shall be the Senior Research Scientist Council of the Jet Propulsion Laboratory

Article II Membership

Sec. 1. Members of the council must hold the designation of JPL's Senior Research Scientist

Sec. 2. The members of this council shall be elected by the Senior Research Scientists of the Jet Propulsion Laboratory.

Sec. 3. Members shall be elected to a single 3-year term with three members being elected every year replacing the three members with the longest service. Members are eligible to stand for election again at the third annual election after completing a term of membership.

Sec. 4. Nine members shall constitute the full Council.

Sec. 5. Elections shall be held the first week of September and new terms of office begin at the start of the JPL fiscal year.

Sec. 6. Members are expected to participate personally at a minimum 50% of the meetings of the council and are expected to designate an alternate to participate in their absence. All alternates must hold the designation SRS and will have full voting privileges for the meeting on behalf of the absent member upon being informed of the background and history of the matter under deliberation.

Sec. 7. In the event of a vacancy in mid-term of a Council member, and there are more than two months remaining in the term, the Chair shall conduct an election and the newly elected member shall complete the remainder of the term. If there are fewer than two months remaining in the term, the seat will remain vacant until the next election. If the remainder of the term is less than one year, the newly elected member shall complete the term and serve three more years. If the remainder of the term is more than one year the newly elected member shall serve the remainder of the term only.

Article III – Officers

- Sec. 1.** The officers of this organization shall consist of a Chair. The chair person shall be selected by the Laboratory Director in consultation with the Chief Scientist and Chief Technologist from a prioritized list of two candidates elected by the members of the Council. The Council Chair will conduct the election. In the event that the outgoing Chair is among the candidates for chair, the election shall be conducted by an elected member of the Council.
- Sec. 2.** Qualifications for office: Any elected member of the Council is qualified to serve as Chair of the council
- Sec. 3.** Term of office. The Chair shall serve for a term of one year. A Chair can serve up to two consecutive terms. The officer selection process shall begin at the first meeting of the fiscal year. The outgoing Chair will serve as a Chair Pro Tem until the selection process for the new Chair is completed.
- Sec. 4.** Provisions for removal of an officer: An officer may be removed upon a vote of no confidence by two-thirds of the Council membership. The voting is to be held at the next meeting following the passage of a motion of no confidence at a properly constituted Council meeting.
- Sec 5.** Provisions for removal of a member. The Chair shall notify members quarterly if their participation in the Council has fallen below the 50% level. If, after the next quarter, the member's participation remains below the 50% level, the Council may remove the member at the next meeting following the end of the quarter. A special election will be held to fill the vacancy.

Article IV – Meetings

- Sec. 1. Quorum** A simple majority of the membership and designated alternates shall constitute a quorum.
- Sec. 2. Rules of Order.** The Chair shall preside at meetings and shall conduct business using procedures defined in Robert's Rules of Order
- Sec 3.** The Chair shall be responsible for developing a consensus on matters of business before the Council. If a consensus is unattainable, then a simple majority of the Council shall decide the fate of business before the Council.
- Sec. 4.** A properly constituted meeting shall consist of a quorum of the membership having been properly notified two days in advance of a meeting.
- Sec. 5.** The Chair may convene a special meeting of the Council when circumstances require. The Chair shall convene a special meeting of the Council upon receipt of a petition from a majority of the membership.

Article V – Advisors

- Sec. 1.** The Council may elect to confer the status of special advisor on non-members who are deemed useful to the process of the Council. Advisors will not vote at meetings but will be accorded speaking privileges commensurate with the Council members. They may participate in specific executive sessions at the request of the Council.

Article V – Amendment

Sec. 1. These Rules may be amended by a two-thirds vote of the membership at the first meeting following the passage of a motion to amend the Rules at a properly constituted meeting.

Sec. 2. The Council shall develop by-laws to meet as appropriate.

By-Laws

By Laws are to be drafted after the Rules are finalized