

CMB-S4 Collaboration Bylaws

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1 Collaboration Governance Objectives/Preamble

The CMB-S4 collaboration will carry out a CMB science program including the design and construction of the future experiment that is intended to be the definitive ground-based CMB program. CMB-S4 will deliver a highly constraining data set with which any model for the origin of the primordial fluctuations—be it inflation or an alternative theory—and their evolution to the structure seen in the Universe today must be consistent. This document outlines the CMB-S4 collaboration governance and organization of scientific activities. The collaboration will adhere to the following principles:

- The Collaboration will be organized based on models used in other successful DOE and NSF-supported Cosmic Frontier experiments.
- The Collaboration will strive to maximize the scientific return of the experiment, producing high-quality science in a timely manner and promoting full utilization of the data through public data releases after a suitable proprietary period.
- The organizational structure of the collaboration should enable broad representation of members, while fostering consensus in decision making.
- The organizational structure should incentivize collaboration members to contribute to the execution of the project including hardware, software, testing, commissioning, operations, common science infrastructure, documentation and publication.
- All members of the CMB-S4 Collaboration will be expected to contribute to the success of the project through work on one or more areas of necessary infrastructure.
- Towards this end, the collaboration should provide appropriate credit to data analysts, hardware and/or software builders; provide leadership opportunities and other opportunities to promote career advancement; motivate people to work together towards common goals to complete the key project deliverables; and provide a healthy collaboration culture that establishes standards for behavior consistent with high ethical standards.

1.1 Definitions

Throughout this document, unless otherwise stated, a “majority” is defined as more than one-half of the votes received, and a “super-majority” is defined as more than two-thirds

of the votes received. A vote of “absent” or an “abstention” does not count as a vote. A voting member is defined by the membership working group, that definition will be placed here when ready.

2 Overall Structure

The Governance Structure of the CMB-S4 collaboration consists of three bodies: a Governing Board (GB), an Executive Board (EB), and two equal co-spokespersons. Under each of these bodies a number of councils, committees, and working groups are established to ensure timely and efficient conduction of the duties assigned to each body. The overall scope, selection of, and interplay between each of these governing entities is described in the remainder of this document.

3 Governing Board

The Governing Board, a body whose composition is designed to be representative of the membership of the collaboration as a whole, is the ultimate policy forming body of the CMB-S4 collaboration.

3.1 Scope

The Governing Board has two main roles: to facilitate discussion of collaboration-wide issues—especially those that concern the self-governance of CMB-S4 Collaboration as a whole—and to provide oversight of both the Executive Board and the co-spokepersons. Governing Board activities include, but are not limited to:

- Approval and revision of Collaboration Bylaws; amendment of the Bylaws requires a super-majority of the GB. This excludes any Bylaws that directly pertain the power, scope, election, etc. of the GB, which will be discussed in Section 3.6.
- Membership conflicts/issues, such as the removal of members and institutions from the collaboration. Removal of a member requires approval by a super-majority of the GB.
- Organization of elections for Spokespersons, GB members, EB members, and other elected collaboration officials.

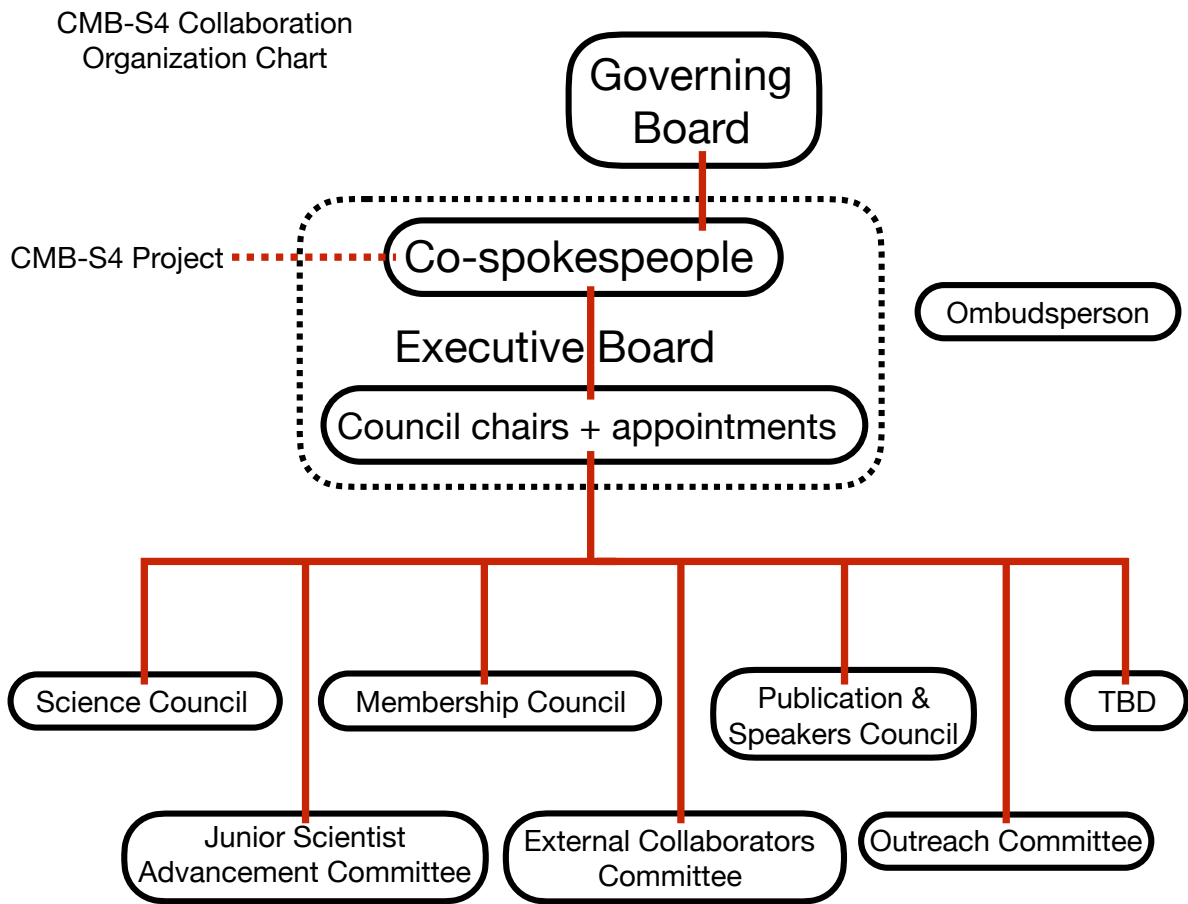


Figure 1: CMB-S4 Collaboration Organizational Chart version 3

- Oversight of various collaboration sub-committees and councils including, but not limited to: Elections, Membership, Publications, Science Council, Education and Public Outreach, and the Junior Scientist Advancement Committee, through reports from both the co-spokespersons and Executive Board.
- Establishment of additional long-standing sub-committees as required.
- Charging the co-spokespersons to carry out specific duties for the collaboration,

including, but not limited to, collaboration reviews, committee, and board reviews.

- Charging the spokespersons with preparation of a yearly science plan for the collaboration and the ratification of this plan.
- Oversight of the activities of the spokespersons. At the request of 3 or more GB members, the GB may require a detailed verbal, or written report from the Spokesperson on any action.

3.2 Board Representation

The GB will be composed of 19 members. To ensure that the board is truly “**representative**” of the collaboration, prior to the election the GB—or the ICCC for first election—will define various categories of representation it is deemed important to include on the GB (possibly including e.g., “Tenure Track” early career scientists, historically underrepresented groups, partner countries with significant membership, members of small institutions, etc). Both the GB and spokespersons—or the ICCC for first election—should particularly encourage suitable candidates in each of these categories to self-nominate for board membership.

The length of a term of service for a Governing Board member is two years; members are allowed to serve at most two terms consecutively. Further details on the election of GB members are provided in Section 6.

3.3 Governing Board Chair

The GB chair is responsible for scheduling GB meetings, distributing the agendas, chairing the meetings, and distributing the minutes. The GB secretary can be delegated to take and distribute the minutes.

3.4 Election of the Governing Board Chair

The GB chair will be elected from amongst the board members. Every year, starting with the inception of the GB, the chair of the GB is elected from the GB membership to serve a one-year term. GB members nominate candidates by email and then vote by email, with the votes in both cases tabulated in secret by a third party agreed upon by the GB at large. The candidate with the most votes becomes the GB chair. In case of a tie, a runoff election is held. In case of a tie in the final runoff, the chair will recuse

him/herself from the vote to resolve the tie, but otherwise he/she is eligible to vote in the election. The secretary of the GB, should one be used, is chosen informally by the chairman of the GB to serve during his or her term. (Comment: 1 year chair term to deal with staggered board elections)

3.5 Governing Board Meetings

The first chaired Governing Board will establish rules for its meetings. This first meeting will be held no later than 2 months after the selection of the board. It is expected that the board will meet no less than every two months to ensure adequate attention to its duties. Such meetings will likely occur in closed session at every CMB-S4 collaboration meeting and in meetings held by telephone or video conference. Special meetings can be called on the initiative of the GB chair or at the request a GB representative. GB votes require a majority of those present, unless otherwise specified in the bylaws, and at least 2/3 of members must vote for a vote to be valid. GB votes can be held by email. Minutes of the GB meetings are distributed to GB members by the GB chair or GB secretary. These minutes must include meeting attendance and the records of the votes cast by all GB members. It is the expectation that GB members participate in the majority of meetings. If a GB member fails to participate (via meeting attendance or email) in > 50% of GB meetings in a year, their seat will be open to election during the following cycle and they will be barred from the board for a two year term.

3.6 Amendments to the Governing Board Bylaws by the Governing Board

Any amendments made by the Governing Board that pertain to its own governance and scope must be ratified by a majority of the voting members of the collaboration.

3.7 Comments on Governing Board

(Comment: We need to break to ties on GB) Odd number of members — if everyone votes, no ties. We ideally have a consensus driven process, if we truly have a tie on a major issue this is a sign of a serious problem. If we want to cover all scenarios, the co-spokespersons could be allowed to vote, and if still tied, the chair of the science council as these are all elected senior positions yet don't vote on the GB (as long as the issues don't pertain to SP or SC).

4 Co-Spokespersons

4.1 Scope

The scientific leadership of the CMB-S4 collaboration resides with two equal co-spokespersons. Each spokesperson participates actively in the management of all aspects of the collaboration and, as the executive officials of the Collaboration are responsible for its day-to-day management. To carry out their duties, the spokespersons are expected to solicit advice from the collaboration at large, the governing board, and the executive board on scientific, technical, management, financial, and leadership issues. Duties include, but are not limited to the following:

- Serving as the primary contacts with a host laboratory/institution (if one exists), the funding agencies, scientific organizations, and the press. Reports on such activities will be provided on a semi-annual basis or by request to the Governing Board.
- Assuring public dissemination of scientific results.
- Creation of short-term ad hoc committees for the purpose of such tasks as creation of review materials, white papers, exploration of new partnerships, etc.
- Organizing and running collaboration meetings.
- The co-spokespersons may appoint up to two members of the Executive Board. This appointment flexibility will enable the SPs to obtain expert advice on an as-needed, short-term basis for matters including (but not limited to) technical and managerial topics that may be outside the expertise of extant collaboration members. Such appointees will be approved by the GB, and may be removed from the board at the co-spokespersons' discretion. Appointments are limited to 2 years, but may be renewed with approval of the GB.
- Carrying out other duties as charged to them by the Governing Board.

Additionally, the co-spokespersons are ex-officio, non-voting members of the Governing Board. *The Governing Board, via super-majority vote, may amend these duties.* Spokespersons are elected to two-year terms. The election process is detailed below in Section 6. A spokesperson may **not** be a voting member of the Governing Board **except in extraordinary tie-breaking scenarios (edit this section if the tie-breaker is included).**

4.2 Removal of a Spokesperson

The GB can remove a spokesperson by a secret ballot, requiring approval by a supermajority of the GB. A two-week collaboration-wide notice is required for a vote for removal and such a vote will be taken if at least half the GB members support such a proposal to the chair. After the vote is taken the complete result of the vote will be made available to the collaboration. In the event of a removal, the open position(s) will be filled following the procedures in these bylaws.

4.3 Comments on Spokespersons

(Comment: why shouldn't the Spokespersons be given votes on the GB? We can say they must recuse themselves on matters pertaining to themselves. – Jesse)

Mainly b/c the GB is supposed to be an oversight body on the actions of the SP.

(Comment: Term Limits for Spokespersons?) (2 consecutive term limit with 1 year off?)

5 Executive Board

5.1 Scope

The Executive Board (EB) is an elected and appointed board that consists of 8 members: the co-spokespersons and both the elected chair and deputy of the science council, the chair of the membership council, the chair of the publication and speakers council, and two appointed members. This Board is the agile decision making body in the collaboration with the ability to address the day-to-day collaboration issues.

The EB has three main roles:

- to facilitate the flow of information to the co-spokespersons from the collaboration and vice versa.
- to provide leadership on scientific, membership, financial, and organizational decisions and issues. The decisions will ultimately be made by the co-spokespersons, but will be discussed and reasoned through the EB. However, any two EB members may call for a vote on any topic, and if $\geq 50\%$ of the board is in disagreement with proposed activities of the Spokesperson, the issue is referred to the Governing Board for further discussion.
- to aide the co-spokespersons in being the collaboration liaison to the project. In the event that the co-spokespersons do not agree on a particular topic, the EB will hold a vote requiring only a majority.

Elected Executive Board members serve two year terms with elections governed as described in Section 6. The appointment of up to two EB members by the co-spokespersons is described in Section 4.

5.2 Removal of an EB member

As with a co-spokesperson the GB can remove an EB member by a vote, requiring approval by a super-majority of the GB. A two-week collaboration wide notice is required for a vote for removal and such a vote will be taken if at least half the GB members support such a proposal to the chair. After the vote is taken the complete result of the vote will be made available to the collaboration. In the event of a removal, the open position(s) will be filled following the procedures in these bylaws.

5.3 Executive Board Meetings

The co-spokespersons will chair the meetings, provide the agenda, and establish rules for these meetings. This first meeting will be held no later than 2 weeks after the election of co-spokespersons and the committee chairs. It is expected that the board will meet no less than twice-a-month to ensure adequate attention to its duties. Meetings can be called on the initiative of a co-spokesperson or at the request an EB member provided that a co-spokesperson agrees. A summary of the EB meetings will be distributed to the collaboration. It is the expectation that EB members participate in the majority of meetings; EB members who fail to participate via active live attendance or email in $\geq 50\%$ of meetings will be replaced in the nearest election cycle and barred from the EB for a two year term.

5.4 Executive Board Comments

(Comment: Sec 5.3- the prescription of meetings at least twice per month brings up the topic of the duration of this Collaboration. Do we want to put in some reference to its eventual wind-down? – Jesse) (Comment: Can EB members be voting members on the GB? I'd rather not include a restriction so if the SP want to appoint someone from the GB they can.)

6 Elections

All elected positions of the major bodies in the CMB S4 Collaboration serve two year terms. Elections for each of these bodies will set up so that $\sim 50\%$ of the members in each body will be up for election each year. In this section of the bylaws the process and timing for each major election is described. As there are restrictions placed on the overlap of elected officials between various governing bodies elections are timed to provide collaboration members with multiple opportunities to participate in collaboration governance. Figure 2 displays schematically the timing of the election cycles described below.

In a given election year the ordering shall provide as follows: first elections will be held for co-spokesperson. Next elections will be held (if required by term completion) for science council chair or deputy chair, chair of the membership council and chair of the publication and speakers council. A third election will be held for Governing Board members. Elections for positions outside the top levels of major bodies (such

as science working group co-leads) may occur when required as such officials are not prohibited from serving other elected roles. Each election is managed by the Election Committee established and overseen by the Governing board. The ICCC must establish this committee prior to the formation of the CMB-S4 collaboration.

CMB S4 Election and Appointment Cycles

	2018	2019	2020	2021	2022	2023	2023	2024
Cycle 1	Election		Election		Election		Election	
Cycle 2	Election			Election		Election		Election
Cycle 1	Appointment		Appointment		Appointment		Appointment	
Cycle 2	Appointment			Appointment		Appointment		Appointment

Figure 2: CMB-S4 Election and appointment cycles. Note that for the cycle 1 elections 50% of a given body will serve a 3 year term to enable staggered elections/appointments in future cycles.

6.1 Elections of a Co-Spokesperson

Co-Spokespersons are elected to two-year terms. All senior collaboration members (as defined in the membership section below) are allowed to run for these positions. Normal co-spokesperson elections will be timed such that a slate of nominees can be presented at the GB meeting closest to January 1 each year. The Co-Spokesperson elections will occur prior to elections of the Governing board. As a Co-spokesperson can not be a voting member of the GB, if a voting member of the GB is elected to a co-Spokesperson position they must resign their GB seat prior to the start of Co-Spokesperson term and this vacancy will be filled in the next GB election.

Prior to the election, qualified electors—as specified in the membership section below—are asked to nominate individuals by the Election Committee. Each elector may nominate one candidate and self-nominations will be accepted. A minimum of two nominations are required for a nominee to be eligible to appear on the slate of election candidates. After a nomination period, the election committee will consult with the nominees to ascertain their willingness to stand for the election.

If no candidate agrees to stand for election, the terminating co-spokesperson will continue to serve for six months, after which a special election will be held. The term of the individual elected in a special election will be reduced by the amount needed to cause the sum of his/her term and the additional months served by the terminating co-spokesperson to equal two years.

The election is held through an on-line poll, with votes submitted by qualified electors. The election committee will preside over the election results. Each candidate will provide a Candidate Statement to the committee, which will collect these documents and make them available to the collaboration via the CMB-S4 internal web page prior to the balloting. The election committee, in consultation with the GB (or ICC), determines the detailed timing of the balloting and determines procedures for dealing with any election situations not anticipated in the bylaws. Each qualified elector votes for a single candidate for each vacant position; in the first election, in which two co-spokespersons will be selected, collaboration members may vote for two candidates.

The election committee checks the ballots against the list of qualified voters and tallies the votes. For the first election, the two candidates with the most votes will be elected spokesperson, with the candidate with the highest vote total selected for a 3 year term to enable offset elections of future spokespersons. In the event of a tie, a runoff election will be held between the two candidates that have the same number of votes. The elected candidates will take office when the election committee announces the results of the election to the collaboration via email.

6.2 Executive Board

Following conclusion of the Spokesperson election, elections for various elected positions on the Executive Board will be held during the final year of each position's two year cycle. The process for these elections proceeds in an identical fashion as to the Spokesperson election.

6.3 Governing Board Elections

Every year, following completion of the co-spokesperson election and any required Executive Board elections, the Election Committee then carries out elections for seats on the Governing board whose term is expiring in less than 12 months. The election committee first solicits self-nominations for Governing Board membership and candidate information is then circulated to qualified electors as defined in the membership section of these

bylaws. Electors vote via email, with the votes tabulated by the Election Committee members not standing for election (or, in cases where the whole committee is conflicted, by a third party appointed by the Co-Spokespersons). During the election, each elector may vote for 50% of the total number of board members.

6.3.1 The First Election of the Governing Board

For the first election, the top 50% of vote-receiving candidates are automatically selected for the board. If representation requirements outlined above are unfulfilled by the elected candidates the remaining open seats are filled via total votes cast until seats are needed to ensure representation requirements are met. At this time the outgoing ICCC is empowered to fill the open seats to meet these requirements. To enable offset elections (to ensure an element of continuity in the GB), 50% of the first GB members will serve 3 year terms as determined by random draw.

6.3.2 Election of the Governing Board after the establishment of the Collaboration

After the collaboration is established, the GB is to amend these bylaws to establish whether to have separate votes for each category of representation or to continue with a mixed election/appointed governing board model. It is the expectation that the GB be moved to a fully elected body as the collaboration matures.

6.4 All Other Elected Positions

For other elected Collaboration roles, the Election Committee is charged with establishing election rules and conducting these elections. Note that the committee **can not** make voting requirements more restrictive than those for the main body elections. Elected roles in additional positions limited to at most 2 year terms.

6.5 Comments on Elections

(Comment: Representative requirements —Should this be by votes received? ie the top vote-getter in category X)

(Comment: (J. Ruhl) S6.3.2 We could have all seats elected in the same election, but say that the top votegetter in each of the N protected categories gets a seat, and the remainder of the seats go to the remaining 20-N top votegetters. This would guarantee

at least one person in each protected category, but not preclude having more than one those categories, and keep things simple by only having one ballot. Question: can one person satisfy more than one protected category? This method would make that simple if so, but possible to not allow that as well.)

(Comment: Lindsey - Comment on S6.4 - all other elected positions—I'd like to give the Election Committee/GB freedom to set these up how they wish. I think, given the level of elected position we can make this section less restrictive with GB approval. (For example senior graduate students very active in a WG might want to vote for a WG co-lead.))

7 Science Council

7.1 Scope and Composition

The Science Council is one of the major bodies established by the Governing board and overseen by the Spokespersons. It is charged to coordinate—in consultation with the co-spokespersons—the key scientific objectives of the CMB S4 collaboration. The Science council chairs are also members of the Executive Board.

The Council is composed of an overall chair and deputy-chair elected by the full S4 collaboration as well as the co-coordinators of the various scientific working groups. These working groups are to be formally established by the Co-spokespersons, but will likely include groups similar to those established for the first CMB S4 science book, but not limited to the science book. Each working group will have elected co-coordinators who each serve for two year terms. For the first election of co-coordinators for a working group the candidate with the highest vote total will serve for a 3 year term to enable staggered elections in the future. Election rules are provided above in Section 6.

8 Membership Council

The Membership Council (MC) consists of 7 people including a council chair. The chair is elected following the election cycle of the collaboration with 2 year terms, and is limited to 2 consecutive terms with 1 year off required before standing again. The 6 remaining members are appointed by the EB with the same term limits. If a council member leaves before their term is completed they may be replaced by the co-spokespersons with the

ratification of the EB until the next election cycle occurs. MC members can be removed by a super majority of the GB at any time.

The appointed members should represent the overall collaboration, and there should be at least 2 members from the technical working groups and 2 members from the analysis working groups in the overall council. This balance may be amended as the scientific needs of the collaboration evolve. (Comment: This leaves two spots to encompass people who might not fall neatly into either group.)

9 Collaboration and Institution Membership

To be determined by Membership working group

10 Junior Scientist Advancement Committee

The role of the Junior Scientist Advancement Committee (JSAC) is to ensure that junior members (defined as students and postdoctoral researchers) within the collaboration are represented, assisted, and supported throughout the tenure of the CMB-S4 collaboration. The JSAC chair and deputy chair are appointed by the EB after the elections and serve terms that parallel the collaborations elections. Additional members will volunteer to be on the committee.

For junior members that wish to participate JSAC is in charge of arranging mentors for junior members, and organizing relevant workshops on job applications amongst other career facilitating activities.

11 External Collaborators Committee

The role of the External Collaborators Committee (ECC) is to provide the necessary link to external follow-up observations or survey data that required to maximize the science return from CMB-S4. The ECC chair and deputy chair are appointed by the EB after the elections and serve terms that parallel the collaborations elections. Additional members will volunteer to be on the committee.

The ECC will draft all the necessary documents for external collaboration agreements and MOUs. These will be presented to the co-spokespersons and EB who have ability the amend and alter these agreements and MOUs as they chose. Such agreements are

then brought forward by the co-spokespersons to the Governing Board for final approval. (Comment: This might also fall under project management.)

12 Education and Outreach Committee

The Education and Public Outreach (EPO) committee is responsible for initiating, overseeing, and recording the S4 collaboration's efforts in the areas of public outreach and education. Its mission is to disseminate collaboration results to the public and increase general scientific literacy. The committee is overseen by the Executive Board and members are appointed by the EB after solicitation of nominations from the full collaboration. The chair is appointed by the co-spokespersons. Terms on the EPO follow the election cycles. A presentation of EPO efforts and written documentation of activities must be provided to the EB and the GB at each collaboration meeting or when requested by the GB.

13 Publication and Speakers Council

To be filled in by Publications WG.

14 Ombudspersons

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CMB-S4 has two Ombudspersons who are available to members of the collaboration. The role of the Ombudspersons is to provide informal, confidential, nonjudgmental, impartial, and independent advice and arrange mediation for CMB-S4 members for the purposes of dispute resolution. Confidentiality is a privilege of the Ombudspersons and the only circumstances that there may be an exception to confidentiality is if the Ombudsperson is concerned by an imminent risk of serious harm, or if required by law in the applicable jurisdiction to anonymously report credible evidence of fraud, waste, or abuse concerning the use of government funds. As such, communications with an Ombudsperson do not constitute formal notice to the CMB-S4 collaboration or the individual's institute. If the individual would like to start formal proceedings, the Ombudsperson

can provide guidance on the CMB-S4 process and referrals for institutional processes. The CMB-S4 process for formal complaints is outlined in the CMB-S4 Code of Conduct Implementation section. There are two CMB-S4 Ombudspersons to provide a choice of whom to speak with, and to ensure that there is at least one Ombudsperson available at Collaboration meetings. The Ombudspersons are available to CMB-S4 members who are experiencing conflicts or disputes as part of their CMB-S4 activities. The Ombudspersons will work together with the members who consult them to identify options for managing and resolving disputes and conflicts. This includes providing advice and support, referring individuals to appropriate resources, organizing informal mediation, and ensuring that the CMB-S4 Spokesperson is made aware of any systemic issues in the collaboration. The Ombudspersons term of 2 years, with the option of renewal. Due consideration will be given to the diversity of the candidates when the Ombudspersons are selected. The Ombudspersons will be full members of CMB-S4, with a strong understanding of the organizational structure of the collaboration. **They will not hold any other leadership positions within the collaboration and will report only to the EB.** They must become members of the International Ombudsman Association and familiarize themselves with the extensive materials available on their website. <https://www.ombudsassociation.org>

CMB-S4 has chosen to adopt the role and function of the Ombudsperson as expressed by the International Ombudsman Association (with some additions and edits for gender neutrality):<https://www.ombudsassociation.org/Resources/Frequently-Asked-Questions/What-is-anOrganizational-Ombudsman>

14.1 Role

The primary duties of an organizational ombudsperson are (1) to work with individuals and groups in an organization to explore and assist them in determining options to help resolve conflicts, problematic issues or concerns, and (2) to bring systemic concerns to the attention of the organization for resolution. An organizational ombudsperson operates in a manner to preserve the confidentiality of those seeking services, maintains a neutral/impartial position with respect to the concerns raised, works at an informal level of the organizational system, and is independent of formal organizational structures. Successfully fulfilling that primary function in a manner consistent with the IOA Standards of Practice requires a number of activities on the part of the ombudsperson while precluding others.

Activities and functions most frequently undertaken by an ombudsperson include,

but are not limited to:

- Listens and understands issues while remaining neutral with respect to the facts. The ombudsperson doesn't listen to judge or to decide who is right or wrong. The ombudsperson listens to understand the issue from the perspective of the individual. This is a critical step in developing options for resolution.
- Assists in reframing issues and developing and helping individuals evaluate options. This helps individuals identify the interests of various parties to the issues and helps focus efforts on potential options to meet those interests.
- Guides or coaches individuals to deal directly with other parties, including the use of formal resolution resources of the organization. An ombudsperson often seeks to help individuals improve their skill and their confidence in giving voice to their concerns directly.
- Refers individuals to appropriate resolution resources. An ombudsperson may refer individuals to one or more formal organizational resources that can potentially resolve the issue.
- Assists in surfacing issues to formal resolution channels. When an individual is unable or unwilling to surface a concern directly, the ombudsperson can assist by helping give voice to the concern and/or creating an awareness of the issue among appropriate decision-makers in the organization.
- Facilitates informal resolution processes. An ombudsperson may help to resolve issues between parties through various types of informal mediation.
- Identifies new issues and opportunities for systemic change for the organization. The unique positioning of the ombudsperson serves to provide unfiltered information that can produce insight to issues and resolutions. The ombudsperson is a source of detection and early warning of new issues and a source of suggestions of systemic change to improve existing processes.

What an ombudsperson does not do: Because of the informal, neutral, confidential and independent positioning of an ombudsperson in an organization, they typically do not undertake the following roles or activities:

- Participate in formal investigations or play any role in a formal issue resolution process

- Serve in any other organizational role that would compromise the neutrality of the ombudsperson role
- Receive notice for the organization
- Make binding decisions or mandate policies
- Create or maintain records or reports for the organization
- Provide representation or legal advice

14.2 Selection

Ombudsperson candidates will be self-nominated, the ombudsperson will be selected by the co-spokespersons and ratified by the GB.

15 Amendments to Bylaws

These bylaws may be amended by the GB. A new bylaw or an amendment may be presented to the GB at one of its regularly scheduled meetings for consideration. Amendments may be introduced by any GB member or by a spokesperson. Proposed amendments will be distributed by email to the entire collaboration for their comments following this meeting. The GB will then consider the amendment for adoption at the next scheduled GB meeting. Approval of an amendment requires a super-majority vote of the GB members present. Additionally, approval of bylaws pertaining to the governance of the Governing Board also require approval of *a majority of voting eligible collaboration members*.