

1 CMB-S4 Collaboration Membership Policy

The CMB-S4 collaboration consists of Ph.D. scientists, engineers, Ph.D. thesis students, undergraduate students, and others who contribute significantly to the CMB-S4 program. Membership conveys certain rights as described below, but comes with the obligation of an ongoing commitment of a substantial fraction of members' research time to the CMB-S4 program.

1.1 Membership Types

- [Needing Further Discussion: Are there member institutions, and if so what does that mean? It will presumably flow down to different levels of membership if so.] Membership Working Group (MWG) default: "no" for now, but this could be changed in the future, especially if institutions are asked to provide significant funding or in-kind resources.
- A senior member of the collaboration is a member who has a permanent appointment or an appointment, that under normal circumstances can be expected to be renewed indefinitely. This includes tenure-track appointments at universities and their equivalents elsewhere.
- Graduate students and postdocs working with a senior member at their institution can be designated as regular members by that senior member.
- Postdocs that reside at an institution where there is no senior member can apply for regular membership and have their application evaluated by the MWG on a case-by-case basis.
- A provisional member is a potential senior member who has not yet been approved for senior member status. This is intended to be a temporary status allowing the member to demonstrate constructive engagement with the collaboration at a level that qualifies them for senior membership.

1.2 Builder Status

- [Needing Further Discussion: Is there a category called "Builder Status" that members can achieve?"] The MWG is flexible on this and the metric for achieving this; below is only provided as a strawperson.
- Members can achieve "Builder Status" by completing three years of project work at greater than 50% available research time effort, post PhD, toward approved infrastructure tasks. These infrastructure tasks can include, for example, designing, building, and testing software, hardware, or simulations, as well as management.
- Progress toward builder status will be quantified on annual reports reviewed by the MWG. [Needing Further Discussion: If postdocs are not formally reviewed, how do they accumulate effort toward builder status?]

- Approval of builder status will be made by the deciding board, upon recommendation by the MWG.
- [Needing Further Discussion: What are the rights of people achieving “Builder Status” in terms of publications and data access? Are there additional rights?] MWG default start: Builder status conveys the right to be listed as a co-author on CMB-S4 publications as specified in the Publication Policy, regardless of current membership status.

1.3 Membership Rights

- Herein, “members” refers to senior, regular, and provisional members unless otherwise qualified.
- Senior Members vote for representation on the main deciding board (e.g. Collaboration Council or whatever the GPWG calls it). [Needing Further Discussion: How exactly does this voting work? Does that extend to postdocs? Does that extend to graduate students?]
- Members have full data access, including during the proprietary period for data that are eventually released.
- Members have the right to be listed as a co-author on CMB-S4 publications as specified in the Publication Policy.
- Members have access to computational resources designated for CMB-S4, according to the policies of the relevant computational resources working group.

1.4 Membership Requirements

- [Needing Further Discussion: Are membership requirements in the near term different from what they will be later as the project evolves, eg when there is a funded project? How will initial membership be decided?] MWG default: Coordinate with Governance working group
- [Needing Further Discussion: Do we require any kind of institutional buy-in, cash or in-kind?] MWG default: given the barriers to this at some likely member institutions, currently “no”, and moving to such should only be done if there is a clear understanding of what this is needed for.
- Members must commit effort to infrastructure tasks, which can include, for example, designing, building, and testing software, hardware, or simulations, as well as management. [Needing Further Discussion: What is the exact nature of the commitment? Should it be specified in fraction of research time?] MWG default: once the project is up and running one might say X% of available research time per year, but not clear how that works for the next few years. This include mentoring and advising time of graduate students and postdocs working on CMB-S4.

1.5 Membership Application and Approval Process

- Potential senior members will apply for membership to CMB-S4 via a written application where they specify their proposed work on CMB-S4. A person requesting provisional membership (see definition above), also must submit a written application to the CMB-S4.
- Independent postdocs not associated with a senior member can apply for membership and have their application reviewed on a case-by-case basis.
- Applications are reviewed by the MWG. The MWG recommends membership to the Deciding board. The Deciding board approves membership.

1.6 Membership Review

- Each senior member will submit an annual activity report to the MWG. Senior members can discuss activities of their supervisees (e.g. postdocs and students) in their report. The MWG will review those reports, consulting with collaboration members and working group leaders as appropriate.
- Provisional members will be reviewed annually by the MWG. The provisional member will submit a written activity report. This review will determine whether the provisional member should be promoted to a regular or senior member as appropriate, continue as a provisional member, or have their membership revoked. Provisional membership is intended to be a temporary status.
- If the effort of any member over the previous year seems lacking, the membership committee will bring this to the attention of the Co-spokepersons and the Deciding Board (eg collaboration council). This can also be done at any time, should the MWG deem the actions of a member to have been egregious and detrimental to CMB-S4. **[Needing Further Discussion: What is official path to terminating membership? Do we terminate membership of someone who has done a lot of infrastructure work in the past, but currently is inactive? How does this relate to “Builder status” (see above)?]** The Deciding Board, in consultation with the MWG, has the authority to revoke membership, and membership rights, from any current member.
- When a person’s membership in the collaboration is terminated, they will no longer have access to the CMB-S4 document and database repository, internal forums, computing resources and data. Authorship rights will continue, or not, as prescribed in the Publication Policy section.
- **If independent postdocs can be members, we need to add them to the list of folks who are reviewed, especially since they would be accumulating effort toward builder status.**

1.7 Procedure to Change Membership Policies

The Deciding Board, in consultation with the MWG, may change Membership Policies by a 2/3 majority vote of voting members. [Or whatever the GPWG decides.]

1.8 Membership Working Group

- [Needing further discussion: How is MWG elected/appointed? What is its composition?]
- The duties of the membership working group are to review/evaluate membership applications and review membership status.

1.9 Hanging questions

- [When regular members (postdocs and grad students) move to a new institution, do they take some rights, eg data access, with them? How do publication rights flow if postdocs move?]
- [What about international membership? In particular the absence of institutional buy-in may need to be predicated on there being national buy-in. This would be covered by DOE and NSF for US institutions, but would require eg. STFC buy-in for UK institutions etc. If this is the case, is there a quota of institutions and/or members based on the amount of the national buy-in? Do we count labor as a contribution? Do we accept in-kind contributions, and if so what is the mechanism for deciding both their value?]
- [How does the work-plan part of the senior membership application work? What if multiple people say they want to do the same thing, or no-one says they want to do something critical? What is the time-span of the written work-plan given the long duration of the project?]