

CMB-S4 Governance Structure Overview

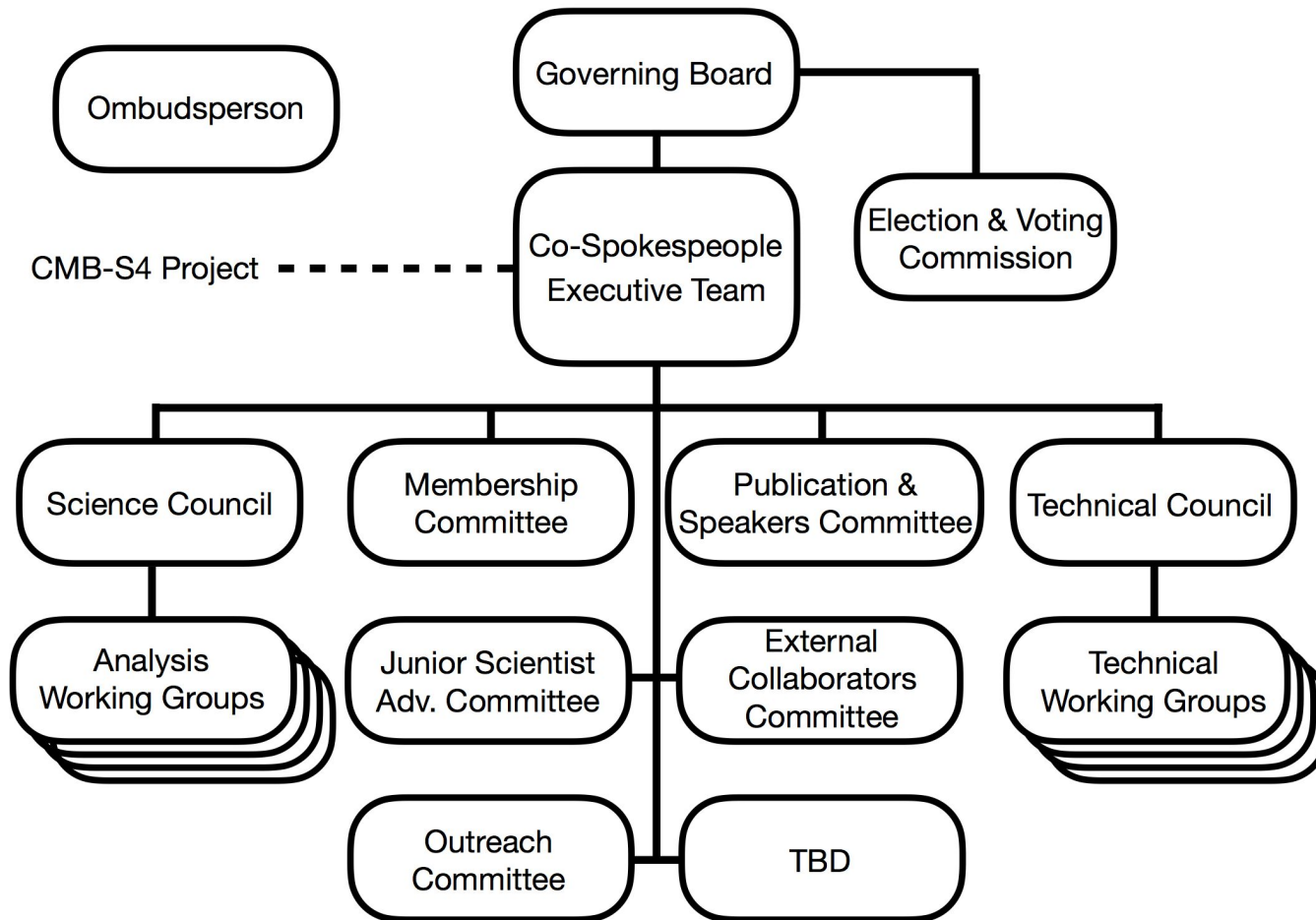
Lindsey Bleem & Nick Battaglia

Note relevant Bylaws section numbers called out via (SX.X) in these slides

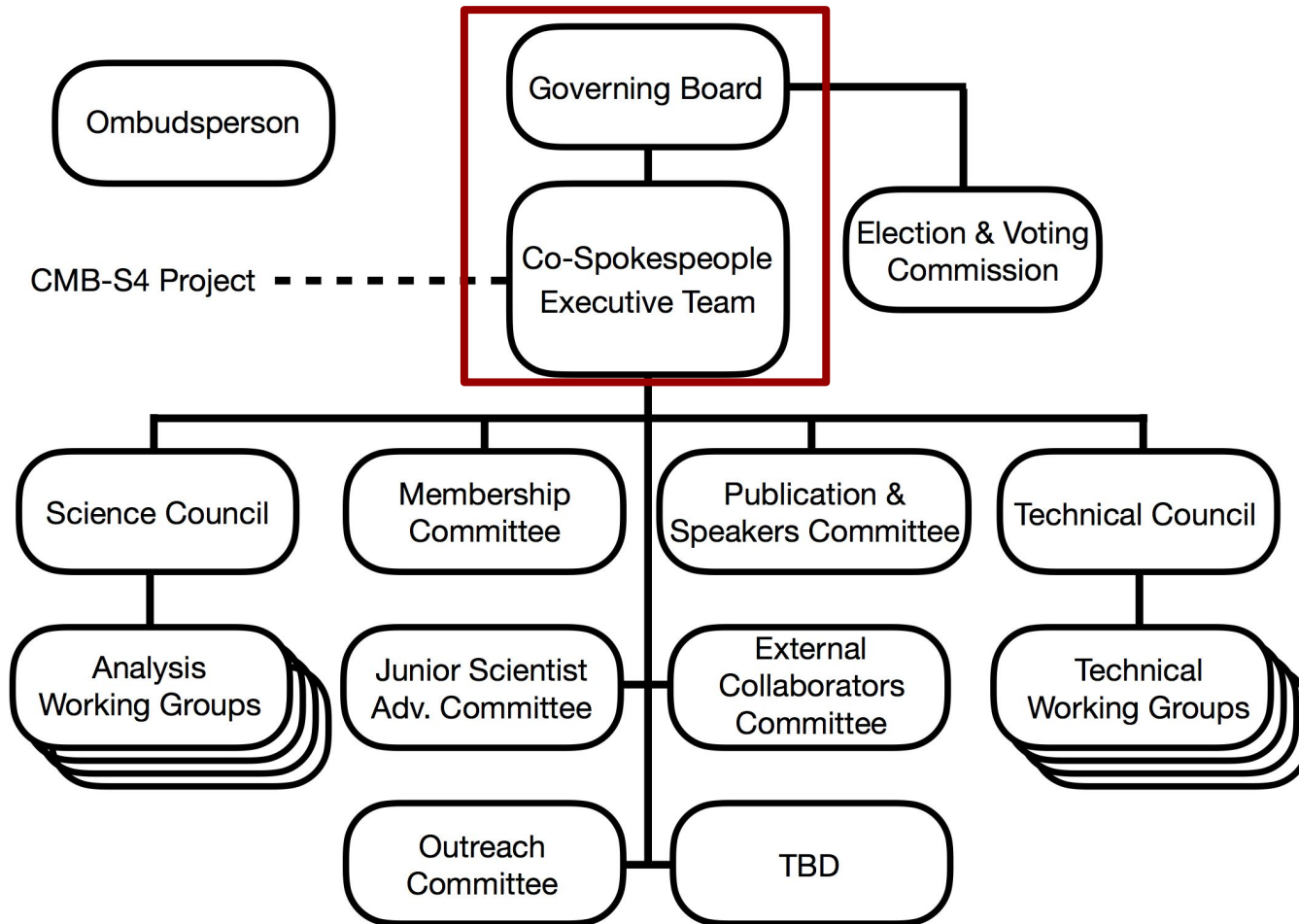
Many thanks to everyone who
participated in the Governance Working
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CMB-S4 Collaboration Organization Chart



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The Governing Board (GB) is a body whose composition is designed to be representative of the membership of the collaboration as a whole. It is the ultimate policy forming body of the CMB-S4 collaboration and provides oversight of both the Spokespersons and the Executive Team. Its responsibilities include:

- Oversight of the overall progress, status, and functioning of the Collaboration.
- Oversight of the activities of the Spokespersons.
 - The GB will charge the Spokespersons to prepare a yearly plan for the collaboration; this plan must be ratified by a supermajority ($\frac{2}{3}$) of the GB.
 - The GB will charge the Spokespersons to carry out specific duties for the collaboration, including, but not limited to, collaboration reviews and reviews of the committees and councils operating under the auspices of the Spokespersons and the Executive team.
 - The GB may require a detailed verbal or written report from the Spokespersons on any action.
- Removal of Members from Leadership roles in the event of major failings of professional conduct or gross insufficiency of performance. Leadership roles include---but are not limited to---the Spokespersons, GB members, Executive Team members, and Council and Committee Members.

The Roles of the Governing Board (continued)

- Approval and revision of Collaboration Bylaws, including the Membership and Publication and Speakers policies. Amendment of the Bylaws requires a supermajority of the GB. **Major Changes to the Bylaws---including those pertaining to the election and scope of the Governing Board itself---must be ratified by a majority of the Collaboration (S3.7).**
- Ultimate Arbiter of all membership conflicts/issues, including the admission and removal of members and institutions into the collaboration. The change in status of a Member (including acceptance or removal) requires a supermajority of the GB.
- Organization of Elections for Spokespersons, GB members, and other Elected Collaboration Officials (detailed in S6). Elections are to be run by an Election & Voting Commission (discussed later today).
- Approval of additional long-standing sub-committees as required. This may include promotion of short term sub-committees established by the co-spokespersons to long-term status.

Governing Board Composition - *First Election*

- **19** members, combination of “elected” and formulaic “appointed” board to ensure that it is truly *representative* of the collaboration.
- **Prior** to election, the ICCC defines the categories that require representation (will evolve as collaboration evolves, but may include, e.g., “Tenure Track” early career scientists, historically underrepresented groups, partner countries with significant membership, members of small institutions, representation from current Stage 3 experiments, etc)
- **10** board members elected outright via popular vote
- 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.
- 1 seat reserved for postdoctoral scientists; otherwise Board composed of “Senior Members” (S8.1).

Concrete example: If, after examination, the top 15 vote getters fulfill all but 4 of the representation requirements then **15 seats** will be via total vote and the remaining **4** appointed by ICCC.

Governing Board Composition (*Future*)

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.

As these amendments affect the Governing Board, these changes must be ratified by the full S4 Collaboration. (S3.7 & S11)

Co-Spokespersons

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 Team.

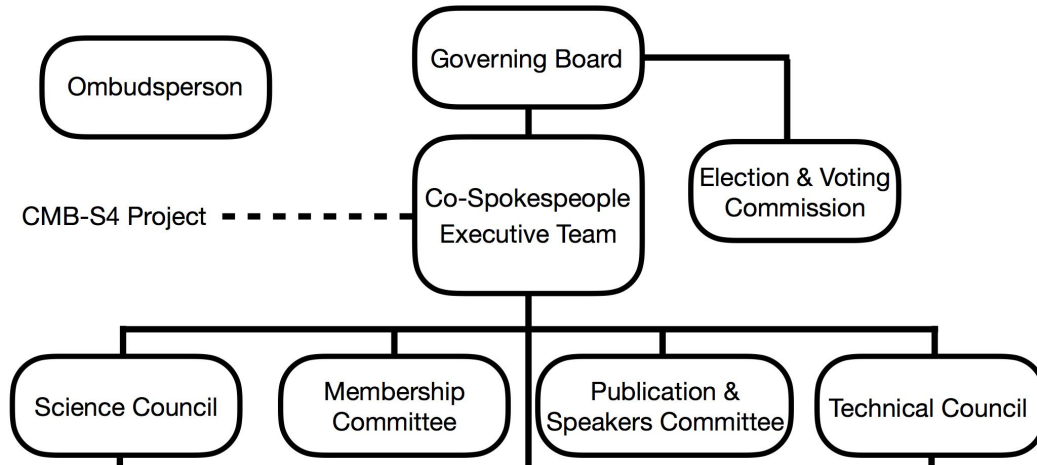
Duties of Co-Spokespersons

- Submitting a yearly plan for the Collaboration to the GB for approval.
- Serving as the primary interface of the Collaboration with the Project (once established), partnering institutions, the government agencies, private and public funding institutions, scientific organizations, and the media. Reports on such activities will be provided on a semi-annual basis or by request to the GB.
- 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.
- Assuring the Collaboration public and private websites are maintained, including the posting of all governance roles and responsibilities, and Collaboration documents.
- Carrying out other duties as charged to them by the GB

Executive Team (ET)

The Executive Team (ET) is an elected and appointed board that consists of up to 10 members: the co-spokespersons and the chairs of the science council, the chairs of the technical council, the chair of the membership committee, the chair of the publication and speakers committee, and up to 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.

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3 main roles:

- 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 ET. In the event that the Spokespersons do not agree on a particular topic, the ET will hold a vote requiring only a majority.
- to ensure that the decisions of the co-spokespersons are made in the best interests of the Collaboration.
- to aid the co-spokespersons in being the collaboration liaison to the Project (both in the pre-Project phase and after it is officially established).

Elections and Term Limits

CMB S4 Election and Appointment Cycles

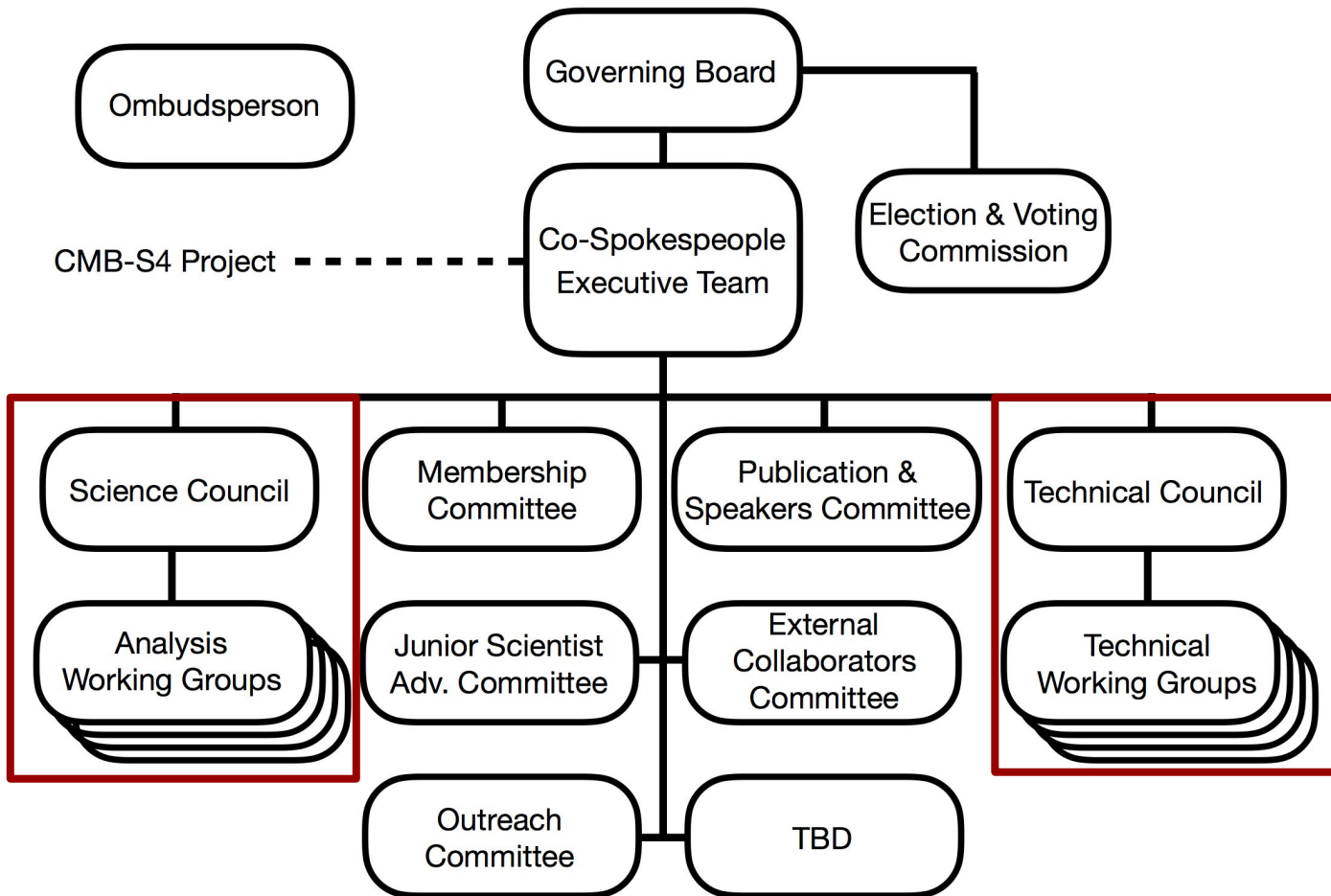
	2018	2019	2020	2021	2022	2023	2023	2024
Cycle 1	Election		Election		Election		Election	
Cycle 2	Election			Election		Election		Election
Cycle 1	Appointment		Appointment		Appointment		Appointment	
Cycle 2	Appointment			Appointment		Appointment		Appointment

- Elected offices are for 2 year terms (with ½ of positions from first elections to run 3 years to enable “staggered” leadership change in the future)

Term limits:

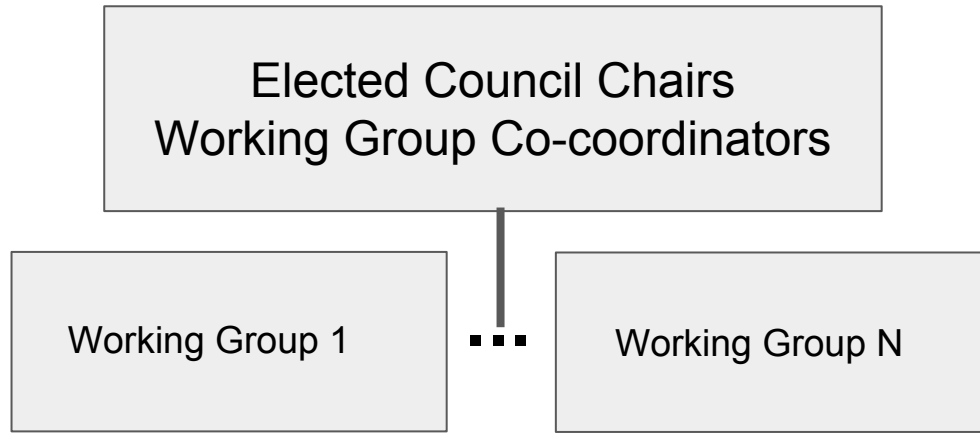
- **Governing Board, Membership Committee Chair, Speakers & Publications Committee Chair:** 2 sequential terms then 1 year off before being allowed to run again
- **Spokespersons:** *“To facilitate interactions of the Collaboration with the agencies and national laboratories, term limits will not be required prior to the establishment of the Project. Two term limits are expected to be imposed by the GB amendment of the Bylaws after the CMB-S4 Construction Project is firmly established with the Project leadership team in place.”*

CMB-S4 Collaboration Organization Chart



Science Council

See S7.1



Works with Co-spokespersons to coordinate the key scientific objectives of the Collaboration

Possible Working groups (S4 mailing lists)

- s4_de (dark energy, cross-correlations)
- s4_inflation
- s4_neutrinos
- s4_forecasting
- s4_lensing
- s4_skymodeling
- S4_clusters

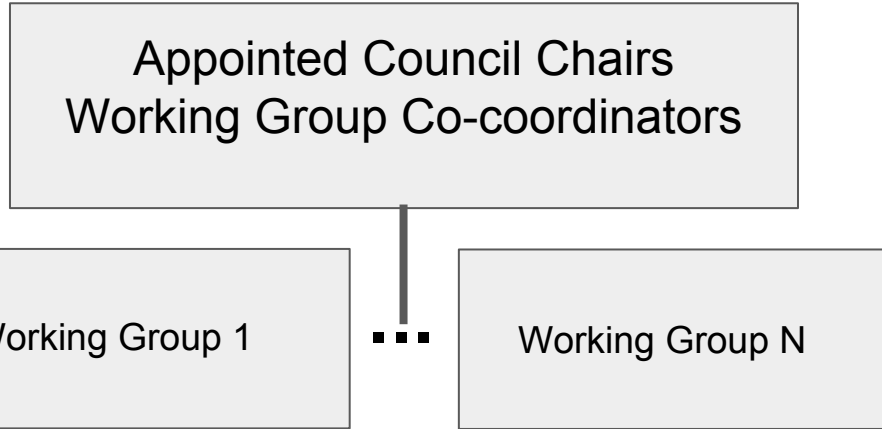
Co-ordinators for each Analysis Working Group

- 1 Junior member, 1 senior member (encouraged)
- 2 year terms offset, (one lead 3 year term at start of collaboration to enabled staggered lead changes in the future)
- Self-nominations; appointment by Spokespersons with approval of the Executive Team
- Terms: 2 years.

Exact groups to be established by Spokespersons after formation of the Collaboration.

Temporary Technical Council

The function of the technical council is intended to move to the project once it is established.



Possible Working Groups:

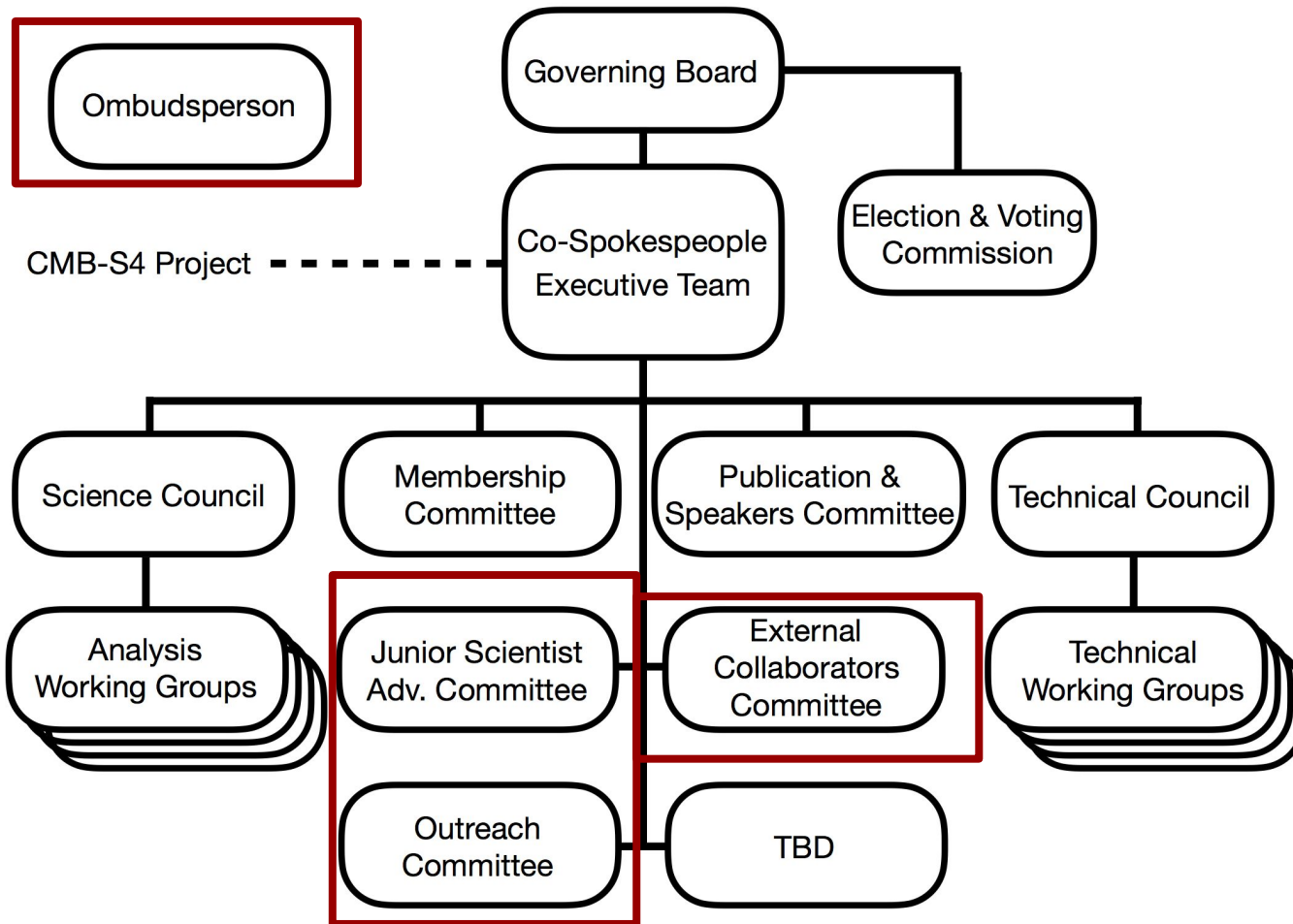
Cryogenics
Detectors
Optics
Readout
Site & Infrastructure
System Integration
Telescope Design
....

Council Chairs - Appointed by Co-spokespeople with approval by Governing Board

Co-coordinators for each Technical working group
Appointed as via science council

Exact groups to be established by Spokespersons after formation of the Collaboration.

CMB-S4 Collaboration Organization Chart



Additional Committees/Collaboration Entities

See S7.5-S7.6

- **Junior Scientist Advancement Committee (S7.5; JSAC)** JSAC is to ensure that junior members (students and postdoctoral researchers) within the Collaboration are represented, assisted, and supported throughout the tenure of the Collaboration. This will include arranging mentors for junior members who desire mentorship, and facilitating junior member career advancement through relevant workshops and other activities. The JSAC Chair and deputy chair are appointed by the Executive Team and serve 2 year terms that parallel the collaboration elections. Committee membership is open to volunteers from the collaboration with approval of the JSAC chair.

- **External Collaborators Committee (S7.6; ECC)**. This committee provides the necessary link to external follow-up observations or survey data required to maximize the science return from CMB-S4. The ECC chair and deputy chair is appointed by the Executive team after the elections and follow terms that parallel the collaboration elections. The Chair appoints additional members as required. This committee drafts all the necessary documents for external collaboration agreements and memorandums of understanding (MOUs). These drafts are presented to the Spokespersons (who may modify them if they choose). These agreements are then brought forward by the Spokespersons to the Governing Board for final approval.

Additional Committees/Collaboration Entities

See S7.7, S10

- **Education and Public Outreach (EPO) Committee (S7.7).** The EPO committee is responsible for initiating, overseeing, and recording the 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 Team. The Chair is appointed by the Spokespersons and members are appointed by the Executive Team after soliciting self-nominations. Terms follow the election cycles.
- **Ombudspersons (S10)** - “provide informal, confidential, nonjudgmental, impartial, and independent advice and arrange mediation for CMB-S4 members for the purposes of dispute resolution”
 - work together with 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.
 - 2 Ombudspersons with 2 year terms and will be self-nominated. They will not hold any other leadership positions within the Collaboration and will report only to the Executive Team.
 - CMB-S4 Policy Adopted from LSST DESC Code of Conduct which is licensed under Creative Commons CC0 1.0