

Proposed SuperB **Detector** COLLABORATION GOVERNANCE RULES

MANAGEMENT STRUCTURE OF THE COLLABORATION – OVERVIEW

The Collaboration Council, representing the full membership of the Collaboration, is the principal governing body of the Collaboration.

The Council selects the Nominating Committee that proposes a candidate for Spokesperson, and it ratifies the nomination. The Spokesperson is the scientific leader of the Collaboration, responsible for financial, scientific, technical, and organizational decisions pertaining to the Collaboration. The Spokesperson will be assisted by a Senior Management Team.

The Collaboration Council also ratifies members of the Executive Board. The Executive Board is responsible for advising the Spokesperson on all scientific, financial, and organizational matters pertaining to the Collaboration.

The details of the management structure, including the roles and responsibilities of individual managers, the roles and responsibilities of additional groups such as the Technical Board, the Senior Management Team, the Publication Board, and Physics Analysis Groups will be established in a management plan, proposed by the Spokesperson and ratified **by the Executive Board**. [*This should be discussed... it could involve the Council. I think it should.*]

THE COLLABORATION COUNCIL

Duties

The Collaboration **Council** will concern itself with issues related to the overall framework of the Collaboration. It will ratify the Collaboration by-laws and the organizational structure, insofar as it is specified in the Collaboration Governance Rules, and vote on proposed amendments, which may be introduced by any Council representative or by the Spokesperson. All motions to ratify or modify the organization or governance of the Collaboration must pass by a two-thirds majority vote. [**.. of the full Council, or of those voting ? Discuss.**]

[Council chair should be represented in decisions involving finance]

A **Membership Office** will be established by the chair of the Proto-Council to carry out the work of creating and checking the official list of the collaboration – members, PI's and institutions – involved in the SuperB detector collaboration. This Office will provide a transition until the time of formal establishment of the SuperB Detector collaboration.

The Collaboration Council will **appoint a Membership Committee**, which will make recommendations to the Council regarding membership issues, including the admission of new institutions. Ratification of such recommendations requires a two-thirds majority vote of the Council. The Membership Committee will also review special cases concerning the membership qualifications of any individual, including situations where potential conflicts of interest may exist. [**do we need a definition of conflicts ?**]

[Collaboration Council chair should be precluded from holding other major positions in the collaboration?]

The Collaboration Council will be responsible for **developing a publications policy and for appointing a Publications Board to approve papers for publication**. The Board will be responsible for maintaining a list of eligible authors for both instrumental and physics papers. [**Do we need to think about the role of the 'Physics Group' as it is currently structured, and how it relates to the Detector Collaboration ?**]

The Collaboration Council will also be responsible for **appointing a Speakers' Bureau** to organize Collaboration presentations at conferences and workshops as appropriate and to determine who will represent the Collaboration at such meetings.

The Collaboration Council will appoint a **Nominating Committee**, consisting of eleven members, who will be responsible for **nominating a Spokesperson**. The Nominating Committee will consist of one member from SLAC, five members from other U.S. institutions, and five members from at least four different non-U.S. countries. By a two-thirds majority vote, the Council may change the composition of the Nominating Committee to reflect significant changes in the composition of the Collaboration. [**What is the relative weighting and membership for SuperB ?**]

The Collaboration Council may vote to remove the Executive Board by a two-thirds majority. [**2/3rds of whole Council? Or 2/3rds of those that vote**]

The Collaboration Council may request a full review and a written report from the Spokesperson on any decision or action for which it deems an explanation to be necessary.

Upon the recommendation of the Executive Board, the Collaboration Council may vote to remove the Spokesperson by a two-thirds majority, and either designate the Spokesperson-Elect as Spokesperson or, if there is no Spokesperson-Elect, designate an interim Spokesperson and begin the nominating process for a new Spokesperson.

Membership

Institutions with **two or more** Collaboration members who are Ph.D. physicists are considered Collaborating Institutions and will be directly represented on the Collaboration Council. [**Do we want ALL institutions included, as we have for the Proto-Council, or impose some threshold, and encourage joining of smaller groups to make up critical mass entities ?**] Collaborating Institutions are responsible for maintaining a current list of

their individual members and designating an Institutional Representative to serve on the Collaboration Council for a renewable three-year term. Members of the Collaboration from institutions **with fewer than two** Ph.D. physicists may affiliate with another institution for the purpose of representation on the Collaboration Council, so long as the affiliated institutions satisfy the requirement of having a total of **two or more** Ph.D. physicists. Large institutions will be given additional representation on the Collaboration Council. The number of votes for each institution is defined to be one plus the number of Ph.D. physicists divided by seven, rounded down to the nearest integer. An institution may choose to have one representative cast all of its votes, or it may choose to send one representative per vote.

Officers of the Collaboration Council

The Collaboration Council will elect its own Chairperson and Vice-Chairperson for non-renewable terms of two years. The Chairperson will guide the affairs of the Collaboration Council and will be responsible for organizing the meetings of the Council. After two years, the Vice-Chairperson will succeed as Chairperson, and a new Vice-Chairperson will be elected. The Vice-Chairperson will chair the Collaboration Council when the Chairperson is not available. [**Currently the Council works on choosing candidates from the Council membership – typically the Council chair and vice chair and Spokesman work on this together. Each of the suite of candidates write a few paragraphs on what they think the issues coming before the Council are, and they write a paragraph or two on what should be done. These are presented orally in front of the Council, and a vote is taken.**]

The Chairperson, in consultation with the Collaboration, will select candidates for the several boards and committees that are to be established by the Council. One candidate will be selected for each available vacancy. When establishing committees de novo, the Council will ratify or reject nominated candidates by means of a vote for or against the full slate of candidates. [**more or less the same process as for Council chair, except then the present chair of the Council committee joins the discussion of names**]

Meetings

The Collaboration Council will meet at least twice per year.
[can any member attend the meeting? Or just the council members?]

Voting

Under normal circumstances, representatives to the Collaboration Council must be present to vote; if unable to attend, a representative may designate another member of the Collaboration as a proxy. All votes will require that at least one-half of all Council members be either physically present or represented by a designated proxy who is physically present. Requirements for a majority vote or a two-thirds majority vote will be taken to mean a majority or two-thirds majority of all votes cast. Voting will normally be by a show of hands, although a secret ballot for any vote may be requested by any member of the

Council. In special circumstances, the Chairperson may determine that a poll of the full Council is necessary and may request use of absentee ballots.