

# SecReT Bylaws

## 1 Purpose and Organization

1. SecReT is an annual meeting.
2. There will be a general assembly (GA) to be held during each SecReT meeting.
3. There will be a steering committee (SC), whose composition and function are specified in the next sections.
4. There will be a program committee (PC), which is solely responsible for the scientific contents of the program for each SecReT meeting.
5. There will be a local organizer (LO) or a local organization committee responsible for the local arrangements of the meeting and solely financially responsible of the conference it is organizing.
6. Nominations for the SecReT program committee (co-)chairperson(s), local organization and site for year  $n + 1$  should be submitted to SC chair at least four weeks before the conference of year  $n$ .
7. The PC (co-)chair(s) for year  $n + 1$  will be selected by the SC and nominated after discussion at the GA in year  $n$ .
8. The site, tentative date and local organizer for year  $n + 1$  will be discussed at the GA in year  $n$ , and will be fixed by the SC in collaboration with the PC chair.
9. Nomination of new SC members (with the consent of the nominees) should be submitted to the SC chair at least four weeks before the conference.
10. The GA will take up any other agenda suggested by the attendees. It will be ruled by Robert's Rules of Order.
11. The PC chair should not submit papers.
12. The composition of the PC is under the sole responsibility of the PC chair.
13. Any modification of the bylaws should be proposed to the SC chair four weeks before the conference and be ratified at the GA by a majority vote.

## **2 Composition of the Steering Committee**

1. The Steering Committee consists of six members. The starting Steering Committee consists of the six most recent PC chairs:
  - Dan Dougherty and Santiago Escobar (2008)
  - Monica Nessi and Ralf Treinen (2007)
  - Maribel Fernandez and Claude Kirchner (2006)
2. The Steering Committee selects its own chair.
3. Each Steering Committee member serves until the third subsequent conference (i.e. the SC is renewed by third at each general assembly).
4. The new Steering Committee members to replace the outgoing members will be proposed by the SC and nominated after discussion in the GA.

## **3 Function of the Steering Committee**

1. Provide support to the Program Committee and Local Organizer.
2. Propose Program Committee chair, site and tentative date of workshop.
3. Act as liaison with other conferences and workshops.
4. Call and organize the General Assembly.
5. Organize the nomination of new Steering Committee members.
6. Explore technical/organizational supports for non-local resources.
7. Maintain an official web page with records of the previous meetings, links to proceedings, information about future workshops, Steering Committee, etc