Bylaws of the Computing Community Consortium Council

July 2024

1. Name and Purpose

The Computing Community Consortium, abbreviated as CCC, consists of individuals interested and active in advancing the frontiers of computing research. Participation in the CCC is open to all computing researchers.

CCC was established in Fall 2006 through a Cooperative Agreement between the Computing Research Association (CRA) and the National Science Foundation (NSF). CCC is guided by a Council that functions as a programmatic committee of CRA. As such, the Council is subject to the bylaws of CRA as they pertain to committees. These bylaws include interpretations and mechanisms for complying with CRA bylaws in the structure and operation of CCC.

CCC serves as a catalyst and enabler for the national computing research community to articulate and realize future research directions. It gives a voice to the community, allowing its many members to contribute to shaping the future of computing. CCC empowers the computing community to communicate to a broad audience the myriad ways in which advances in computing will positively impact the future and encourages the alignment of computing research with pressing national priorities and national challenges. CCC facilitates the generation of visions for computing research and communicates those visions to a wide range of stakeholders. The CCC embraces all computing fields, including emerging areas and areas overlapping with other disciplines.

2. Membership and responsibilities of the CCC Council

The Council is a leadership organization. Council members are expected to play an active role in advancing the mission of CCC. The Council has a Chair and Vice Chair, an Executive Committee (EC), a Nominations Committee (NC), and a Visioning Proposal Review Committee. The Director of CCC and the Executive Director and CEO of CRA serve ex officio as members of the Council and the EC. The primary sponsor (currently NSF) and the CRA Board Chair must consent to all appointments to the Council.

i. Council member selection and responsibilities

Council members are appointed for 3-year terms. Approximately 1/3 of the terms begin on July 1 of each calendar year. Members typically serve a maximum of two consecutive full terms, unless the Chair asks a member to serve an additional period of time or a member is serving as Chair or Vice-Chair as elaborated below.

A Nominations Committee (NC) proposes potential Council members each year. The selection and responsibilities of the NC are described in **Section 2.iv.** The Nominations Process and new Council member selection are described in a [separate document](#).

Council members' responsibilities include:

1. Participate in monthly virtual Council Calls.

2. Participate in 3 in-person (hybrid if needed) Council Meetings each year.

3. Provide leadership in CCC initiatives.

4. Serve on CCC Task Forces and Working Groups that address major strategic objectives.

5. Engage in short-term responsibilities such as membership on CCC Committees or participation in a specific visioning activity.

A Council member who becomes inactive for whatever reason may be asked to step down from the Council by the Chair in consultation with the Executive Committee.

ii. Chair, Vice Chair selection and responsibilities

The CCC Chair and the Vice-Chair lead the Council and the CCC. They serve concurrent two-year terms. The outgoing Chair serves as Chair Emeritus on the Council for one year after their term as Chair has ended.

The Vice-Chair is the presumptive next Chair. The outgoing Chair and the Director make the succession decision, with approval from the CRA Executive Director and the CRA Board Chair (per CRA Bylaws, Section XIV, February, 2013). The outgoing Chair and Vice-Chair and the CCC Director select the incoming Vice-Chair with broad consultation, and with the approval of the CRA Executive Director and the CRA Board Chair. Approval of the selection of Chair and Vice-Chair may also be required from the major sponsor.

The search process and discussions begin in the second fall of the Chair's term. Selections are completed and approved by April 1. Terms begin July 1. Although the leadership is normally drawn from current Council members, the new Chair or Vice-Chair may be someone entirely new to the Council. If so, that person automatically becomes a Council member. Alternatively, the new Chair or Vice-Chair may be someone who has previously served on the Council, or who is otherwise term-limited.

The responsibilities of the Chair, assisted by the Vice-Chair, are to:

1. Lead the CCC Council.

2. Be responsible for management, oversight, and direction of all CCC activities.

3. Serve on the CRA Board.

4. Interface with the computing research community and Federal policymakers at all levels.

5. Communicate and work with current and potential sponsor representatives on strategic pursuits.

6. Work closely with the CCC Director on CCC strategic decisions, including maintaining and updating the CCC Strategic Plan.

The Vice-Chair may have additional responsibilities as may be prescribed from time to time by the Council or pursuant to these bylaws.

In the absence or disability of the Chair, the Vice Chair performs the duties of the Chair, apart from membership on the CRA Board, which cannot be delegated. In the absence or disability of the Vice-Chair, other members of the EC take on the responsibilities of the Vice-Chair. If the Chair resigns, the EC selects a replacement to fill out the term.

iii. Executive Committee selection and responsibilities

The Executive Committee (EC) serves as an advisory committee to the Chair and provides active stewardship of major CCC activities. The EC meets bi-weekly.

Membership of the Executive Committee consists of the Chair, Vice Chair, CCC Director (ex officio), Executive Director of CRA (ex officio), CCC Chair Emeritus, and 2-3 at-large members. By April 1 of each year, after broad consultation with members of the Council and nominations from them, the Executive Committee selects the following year's at-large members for one-year renewable terms beginning July 1. At-large members are chosen based on a variety of factors including but not limited to engagement in council activities, areas of expertise, and demonstrated leadership and initiative. It is expected that at least one EC member will be new to the EC each year.

In case of the resignation of a member of the EC, the remaining EC members may decide to select a replacement from the Council to complete the term.

iv. Nominations Committee selection and responsibilities

The Nominations Committee (NC) is appointed by the EC each year. The NC is composed of the NC Chair and 3 other Council members. The Chair of the NC is selected from the Membership of the EC. The members of the NC serve a 1-year term and may serve up to 3 terms.

The NC members' responsibilities are described in the [Council Nominations Process](#) document.

v. Visioning Proposal Review Committee selection and responsibilities

The Visioning Proposal Review Committee is appointed by the EC each year. This Committee is composed of a Chair and 3 members. The Chair of the Visioning Proposal Review Committee is selected from the Membership of the EC. The members of the Visioning Proposal Review Committee serve a 1-year term and may serve up to 3 terms.

The responsibilities of the Visioning Proposal Review Committee include:

1. Review proposals for visioning events, such as workshops.

2. Provide feedback to the authors of the proposals.

3. Provide a recommendation to the Council for each submitted visioning proposal.

3. Fiscal and Legal Matters

The funds of CCC are legally managed as part of the overall budget of CRA. CRA is the awardee organization for grants from funding agencies. Funds from industry, foundations, or individuals that are raised by CCC for its programs are allocated within the CRA budget for CCC programs and purposes. The CCC Chair, Vice Chair and CRA staff review all proposals, including their budgets, before submission.

As per CRA bylaws (Section XV, as of February): CCC Council Members are indemnified by CRA against claims for liability arising in connection with their activities on behalf of CCC.

Writing proposals for CCC projects and fundraising for them are not necessarily tied to leading the projects covered by the proposal or fundraising activities. In some instances, another person might be recruited to lead the project. Whenever the PI is not a Project Director, then the PI, the CCC Director, the Chair, the Vice Chair, and the assigned Project Directors will work cooperatively to ensure that the terms of the award and reporting functions are satisfied. This convention avoids the need to reassign the PI as committee roles change.

Proposals for funding CCC activities are led by the CCC Director, with support from the Chair, Vice Chair, and their delegates from Council.

4. Bylaws Changes

Changes to these bylaws must be proposed and circulated to the CCC Council at least two weeks before the Council meeting at which the changes are considered. Any Council Member of CCC may offer amendments to the bylaws. Two-thirds of the CCC Council members must vote to approve any change to these bylaws. Voting members include Council members and the CCC Director. Changes to the CCC Bylaws require CRA approval (per CRA Bylaws, Section XIV). The CCC Council will review the bylaws at least every 5 years.