

Computing and Information Deans Council

Bylaws

August 2024



CRA

Computing Research
Association

Computing and Information Deans Council

Bylaws

1. Purpose of the Computing and Information Deans Council:

The council provides a forum for leaders of computing and information schools, colleges and institutes to share their experiences in leading instructional and research programs focused on computing and information science; provides a source of mutual support for these leaders; and provides a united voice for the Computing and Information Deans Council (CIDC) members to the academic and research communities and the general public.

2. Eligibility for Membership

- a. Members of the CIDC must be units (such as schools, colleges, and institutes) that report to the chief academic officer of their university and have a broad mission of teaching, research and service.
- b. A significant portion of the teaching and research mission of member units must be about computing and/or information science.
- c. Member units of the CIDC must either be members of the Computing Research Association (CRA), or contain at least one department or other unit that is a member of the Computing Research Association.
- d. The current officers will serve as the membership committee for the CIDC group. They will consider, and approve or reject, applications for membership.
- e. The CRA may appoint a representative to the CIDC.

3. Attendance

- a. Attendance is by the dean or director of the unit. In rare instances, an exception may be made by the membership committee, which allows an associate dean or director to be the permanent representative. If the dean or director is unable to attend a meeting, a substitute may be designated for that meeting with the approval of the CIDC chair.
- b. Units that are not represented for three consecutive meetings will be dropped from the CIDC unless the membership committee decides there are extenuating reasons that they should remain members.
- c. The chair may invite guests, such as representatives of professional associations, funding organizations, research laboratories, or prospective members, to individual meetings.

4. Officers

- a. In addition to the past-chair, there will be an elected chair, vice-chair, and secretary. b. Officers will serve two-year terms.

- c. The vice-chair and secretary will be eligible for re-election to the same position once.
- d. The chair, vice-chair, and secretary will be nominated at the summer meeting, with CRA hosting an electronic ballot shortly thereafter.
- e. The chair is responsible for setting meeting dates and agendas, leading the meetings, communicating between the CIDC and CRA, and representing the CIDC on the CRA Board of Directors and externally as needed. The vice-chair will assist the chair in
 - these responsibilities as requested by the chair. The secretary is responsible for producing minutes of the meetings, and communicating with the CIDC as requested by the chair.

5. Meetings

- a. The CIDC will meet once or twice per year.

Every second summer, when there is a CRA Summit, the CIDC meeting will be held in conjunction with it. .

6. Revision History

- a. March 2004: Original bylaws adopted
- b. July 25, 2024: Various updates, including renaming the council (replacing IT Deans Group)