Bioconductor Community Advisory Board Governance

Version 0.0.2 January 2020

Purpose

The *Bioconductor* mission is to promote the statistical analysis and comprehension of current and emerging high-throughput biological assays.

The Community Advisory Board's purpose is to support this mission by

- Enabling productive and respectful participation by *Bioconductor* users and developers at all levels of experience.
- Empowering user and developer communities by coordinating training and outreach activities.

Membership

Establishment

- Appointment of up to 8 members by the Chair of the Technical Advisory Board, in consultation with the Technical Advisory Board and solicitation of nominees from the *Bioconductor* and broader community.

Nominations for regular members are evaluated with the following guidelines:

- From 8 to 15 members, nominated by the current Community Advisory Board.
- Provide a broad representation of the *Bioconductor* scientific community: emerging and established researchers; biological, statistical, and computational emphases; and areas of scientific research.
- Include representatives from relevant software and other communities.
- Strive for diverse representation of gender, ethnicity, geography, and other aspects of the *Bioconductor* community.

Executive officers include the following positions:

- Chair. Responsible for overall board leadership, establishing meeting agendas and managing meetings, committee oversight, board conduct, board learning & development (e.g., new member recruitment; succession planning).
- Vice-chair. Provide short-term leadership in support of chair.
- Secretary. Responsible for communication of board activities, scheduling and dissemination of meeting material, collation of meeting minutes.
- An individual jointly appointed to the TAB and CAB. Communicate Technical Advisory Board Guidance to the Community Advisory Board, and communicate Community Advisory Board activities to the Technical Advisory Board.

Procedures

Selection and terms of membership

- As per Technical Advisory Board

Early termination

- As per Technical Advisory Board

Board meetings

- Board meetings are scheduled for the first Tuesday of each month, 12pm Eastern time or as convenient.
- Other aspects of board meetings as per Technical Advisory Board

Quorum and voting

- As per Technical Advisory Board

Executive ability

- As per Technical Advisory Board

Changes to this document

- This document can be amended by a supermajority vote of the Community Advisory Board, in consultation with the Technical Advisory Board representative.

Committees and Working Groups of the Board

Committee and Working Group procedures

- As per Technical Advisory Board

Proposed committees

- User Outreach and Education, including the development of guidelines and processes for community-developed material; coordinating trainer and training activities; coordinating meetup and other event awareness.
- Developer Training, including oversight of the *Bioconductor* developer forum.
- Conference Oversight (North American, Asia-Pacific, European)
- Code of Conduct

Proposed working groups

- Overcoming barriers to diversity in *Bioconductor*
- Enabling community-driven development
- New package intake