

JCP-2: Executive Committee Standing Rules

These are the normative sStanding Rrules governing the actions of the Executive Committee.

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DEFINITIONS

The definitions found in the JCP Process Document also apply to this document.

The use of the term “day” or “days” in this document refers to calendar days unless otherwise specified.

EC MEETINGS

~~Meeting Arrangements~~MEETING ARRANGEMENTS

The Executive Committees of the JCP meet jointly about once a month, either in person or in teleconference, to fulfill the responsibilities defined here and- in the JCP Process document.

All EC meeting ~~information documents~~materials, including [agendas](#), [presentations](#), minutes, and attendance statistics, are ~~kept in~~published on the EC public web site located at <http://jcp.org/en/participation/committee->

In exceptional cases, at the request of an EC member (with no need for a second), an EC may agree to go into private session in order to cover a specific topic, and only for the duration of that coverage. Private sessions are strongly discouraged. Minutes are also taken during private session, but are not published publicly; this is the only case in which two separate minutes are maintained.

EC meetings are- chaired by the Chair, who- also keeps minutes. ~~The minutes shall be published no later than fourteen calendar days after the meeting. If the EC went into private session during the meeting, there will be one set of private minutes, recording the private session, in addition to the usual public minutes.~~ All minutes ~~will~~shall be marked “preliminary, not approved” until approved by the EC at the next meeting. After approval, the minutes ~~will~~shall be marked “approved” and ~~will~~shall be posted to the appropriate web site [no later than fourteen calendar days after approval](#).

EC meetings are conducted in ~~the~~a spirit of ~~Robert's Rules of Order~~collaboration and cooperation, with ~~and making progress for the community given priority over consensus~~strict adherence to formal procedure

30 | rules taking second place behind to the goal of reaching informal broad agreement in order to achieve
31 | progress on behalf of the community. The process operates best when EC members and the PMO are not
32 | forced to resort to the specifics of the rules.

33 |

34 |

35 | Attendance at meetings is mandatory:

- 36 | • Missing two meetings in a row (whether teleconference or face-to-face meetings) results in loss of
37 | future, not yet started, JSR ballot and EC voting privileges. An EC Member member who has lost
38 | voting privileges cannot make a motion or second one. Privileges are regained after full attendance
39 | of two consecutive meetings.
- 40 | • Missing ~~six~~five meetings in a row, or missing more than 2/3s of all meetings in any consecutive 12 month
41 | period, results in loss of EC membership ~~either by the company or organization or by the individual~~
42 | ~~member, as the case may be.~~
- 43 | • The PMO shall provide regular attendance reports to the EC, and shall issue warnings to those who are
44 | at risk of losing membership.
- 45 | • Under exceptional circumstances, to be determined on a case-by-case basis, the EC may waive either
46 | of the above penalties.

47 |

48 | •

49 | Quorum for EC meetings is 75% of EC voting members for each EC (in other words, each EC must have
50 | 75% of its voting members represented, not 75% of the total EC membership). It is possible for one EC to
51 | be quorate and the other not. Depending on the matter under consideration, the Chair may deem it
52 | appropriate for the quorate EC to conduct a ballot vote. Otherwise, if there is no quorum, the EC may have
53 | discussion, but can take no action and make no decision until the next quorate meeting or until an
54 | electronic ~~vote~~ballot is set up (see below, Electronic Voting)

55 |

56 | EC meetings must be scheduled at least 10 calendar days in advance for teleconference meetings, and at
57 | least 30~~-~~calendar days in advance for face-to-face meetings, at which time the meeting location must be
58 | also announced.

59 |

60 | In addition to the regular monthly meetings, the EC's shall organize the following meetings with the active
61 | help of the PMO:

- 62 | 1. a semi-annual teleconference with all JCP members. The agenda for these meetings shall
63 | incorporate, at the EC's discretion, topics suggested by the membership in response to the meeting
64 | invitation, which shall solicit such input with sufficient advance time, as well as provide clear
65 | instructions on how to join the meeting;
- 66 | 2. an annual face to face meeting with all JCP members if an appropriate venue, such the JavaOne
67 | conference or equivalent, is available for co-location. Whenever possible no fee should be charged
68 | for attending this meeting. As above, the agenda for this annual meeting shall include, at the EC's
69 | discretion, topics suggested by the membership.

70 | To facilitate the organization and receipt of topic suggestions as specified above, the EC shall set up a
71 | (possibly moderated) public email list (with the corresponding public archive), which can also be used by all
72 | JCP members and public to provide feedback to the EC.

74 |

75 | EC members shall at all times adhere to the following policies in connection with their JCP activities:~~The-~~
76 | ~~Executive Committee shall review JSRs in a manner that provides all persons affected by a proposed-~~
77 | ~~Specification to have an opportunity to participate in the process.~~

- 78 |
79 | ~~(a)~~
- 80 | (a) (Executive Committee voting members should cast their JSR ballots with the goal of promoting the
81 | efficient evolution of the Java platform.
- 82 | (b)
83 |
84 | ~~(b) Executive Committee voting members should cast their JSR ballots with the goal of promoting~~
85 | ~~the efficient evolution of the Java platform.~~
- 86 |
87 | ~~(c)~~ Any communications among Executive Committee members in the course of their JCP activities
88 | should take into account the caveats expressed with respect to antitrust laws in section 65.3, "EC
89 | Duties and Responsibilities" of the Process Document, item (8).
- 90 | (c)

91 | ~~Agenda~~AGENDA

92 |
93 | The Chair and EC members may submit agenda items (either for discussion of ~~for decision~~for action) by
94 | emailing those items to the EC aliases at any time. Agenda items ~~will~~shall be scheduled for the next
95 | available meeting, depending on availability and timing.

96 |
97 | A preliminary agenda must be submitted by the Chair at least 7 calendar days before the meeting. EC
98 | members may suggest additional items for the agenda at that time, if they have not already done so in
99 | previous meetings or emails.

100 |
101 | The Chair ~~must~~should email the final agenda 4 calendar days before a meeting. Absent an agenda, the EC
102 | members present at the meeting may agree on one at that time, and proceed accordingly.

103 |
104 | The final meeting agenda must clearly identify where possible which items are for discussion and which are
105 | ~~for decision~~for action, and it should be posted to the public site.

106 |
107 | Agenda items may be changed or added at the beginning of the meeting, if ~~no sustained objection~~there is
108 | no one disagrees.

109 |
110 | Meeting materials (presentations, statistics, documents) must be posted on the EC site
111 | (<http://jcp.org/en/ec/my>) at least 3 calendar days in advance of the meeting. Meeting materials may not be
112 | made public until after the meeting, lest they be part of ~~a~~ private session. Otherwise, an agenda item for
113 | which its supporting materials are not ready on time may be removed from consideration by the Chair or at
114 | the request of an EC Member~~member~~. However, the agenda item may be still considered, with the late
115 | materials, if ~~no sustained objection~~there is no one disagrees.

116 |
117 | Supporting materials for any agenda item may be updated at the beginning of the meeting if ~~no sustained~~
118 | ~~objection~~there is no one disagrees.

119 |
120 | Agenda items for discussion ~~will~~shall be opened to the floor for discussion and comment.

121 |

122 | Agenda items for action ~~will~~shall be opened to the floor for discussion and comment, with the goal being to
123 | ~~consensus~~achieve reach general agreement on the proposed action. When ~~consensus~~such agreement is
124 | reached after a long discussion, the Chair shall present to the EC members a clear statement of what will
125 | be recorded in the minutes as the ~~consensus~~EC result of such discussion.


126 | **Voting**VOTING

127 | All JSR ~~vote~~ballots ~~w~~shall be conducted electronically, as specified in the JCP Process Document, and
128 | the results made public.

129 |
130 | All ~~actions~~decisions of the EC, except ~~as it pertains~~those pertaining to JSR's, should be made by
131 | ~~consensus~~general agreement whenever possible, ~~with consensus being defined as no sustained objection~~
132 | ~~from EC members~~. EC members who disagree with ~~an~~an EC decision of the EC, action but are willing to
133 | drop their objection in order to reach ~~consensus~~general agreement may have a brief statement included in
134 | the minutes.

135 |
136 | In the absence of ~~consensus~~general agreement ~~vote the Chair may determine that a~~, any EC voting
137 | ~~Member~~member or the Chair, may request that a vote be takenshall be conducted.

138 |
139 | Any motion in the agenda that cannot be acted on for lack of quorum may be brought to an ~~an~~ electronic vote
140 | at the request of the ~~mover~~proposer, following the process specified in the ~~the~~ Section "Electronic Voting".

141 |
142 | All EC decisions, ~~reached either through consensus or through a vote~~, are to be understood as ~~decisions to~~
143 | ~~advise the PMO~~ being advisory in nature except as they pertain to JSR related ballots. 

144 |
145 | The ~~the~~ table in Appendix B shall be used as a guide in determining the order of precedence for motions, and
146 | the voting required for the motion to pass. Electronic voting periods last 7~~14~~ days except where noted
147 | otherwise in this document.

148 | ~~No vote will be recorded for absent members~~ Explicit abstentions are strongly discouraged. In the extreme
149 | and most undesirable case, an EC member may not vote at all. types of votes: "yes", "no" and "abstain".
150 | ~~three voting Members may cast v/EC~~

151 | EC voting members may cast three types of votes: "yes", "no" and "abstain". Abstentions are discouraged,
152 | but may be used by members who are unwilling to support the motion but who do not wish to block further
153 | progress. Abstentions be accompanied by comments.

154 | "No" votes are strongly discouraged and should be accompanied by an explanation of the changes (if any)
155 | that would permit a change of the vote to "yes".

156 | For the purpose of calculating the voting result, only the votes cast are taken into account. For the purpose
157 | of calculating the voting results, a majority is achieved when the result of dividing the yes votes by the sum
158 | of the yes and no votes is larger than 0.50.

159 |
160 | Except where noted otherwise in this document an, EC voting – whether electronic or not - is approved if
161 | (a) a majority of the votes cast are "yes" votes, and (b) a minimum of 5 "yes" votes are cast. ~~It is highly~~
162 | ~~recommended that abstentions be accompanied by comments.~~

163 |
164 | ~~should be accompanied by an explanation along with changes (if any) that would lead to change the vote~~
165 | ~~to "yes". votes "No"~~

166 |
167 |
168 | ~~be recorded in the EC minutes. shall will EC motions and any specific voting results~~
169 | The full text of EC motions and the detailed results (including how each member voted) shall be recorded in
170 | the meeting minutes.

171 | ~~Electronic Voting~~ELECTRONIC VOTING

172 | Although there is a strong preference for in-session esing whenever possible ~~rather than electronic~~
173 | ~~ones~~, any EC ~~Member~~member may request that a motion be voted on by the ECs ~~through an~~
174 | ~~electronic~~through electronic vote~~means. The means. The~~ topic addressed by the motion, as well as the
175 | general nature of the motion, must have been discussed at an EC meeting before the electronic voting. –
176 | An electronic vote ~~is can be~~ requested either by asking for it during a meeting or by sending an email to the
177 | EC email list with the words “EC Vote Request” in the subject title. – Another EC ~~Member~~member must
178 | second the request. – The request must include a clearly labeled motion to be voted on by the EC. – It is
179 | considered good practice to discuss a motion at an EC meeting, or to circulate it for comment on the EC
180 | list, before requesting a vote. –
181 | Within 7 days of receipt of the request and the second by another EC ~~Member~~member, the PMO ~~will~~shall
182 | send email to the EC email list starting the electronic vote on the motion. – The voting period ~~duration of the~~
183 | ~~vote~~ is 14 days (closing on midnight Pacific time on the 14th day) to ensure that all voting members have
184 | time to consider the motion before voting. –
185 | The PMO may conduct the vote by instructing EC ~~V~~voting ~~Member~~members to vote through a PMO
186 | provided or designated website or may instruct the EC to vote by email. – In either case, EC ~~V~~voting
187 | ~~Member~~members are able ~~may to~~ change their vote up to the end of the voting period. – ~~s vote by sending~~
188 | ~~email to the EC list in reply to the PMO's email announcing the vote. Member~~ When the vote is conducted by
189 | ~~email, EC~~ The PMO tabulates the voteresults.
190 | Options for votes (ie yes, no, abstain) and the number of votes needed to pass are the same as during
191 | meetings. –
192 | The PMO ~~will~~shall report the results ~~of the vote~~ within 7 calendar days, either to the EC mailing list~~email list~~
193 | or at an EC meeting, at which time the full text of the motion ~~and~~ and the detailed results (including how
194 | each member voted) ~~– voting totals~~ shall be recorded in the meeting minutes.
195 |

196 | APPENDIX A: REVISING THIS DOCUMENT

197 | To revise this document, a formal proposal must be submitted to the EC in the form of a Final Draft. ~~Such~~
198 | ~~Final Draft shall go through a 30-day review and then presented (after proper disposition of comments) to a~~
199 | ~~vote by both ECs. In order for the vote to pass, for each EC the following must be true: (a) a majority of the~~
200 | ~~votes cast are “yes”, and (b) there is a minimum of 5 “yes” votes. The draft shall be published by the PMO~~
201 | for 30-day review during which EC members and the public can comment on the proposal. The EC shall
202 | formally track comments as Expert Groups are required to do for JSRs. At the end of the review period, and
203 | after proper disposition of comments and possible revision of the Draft, it shall be subjected to a vote by
204 | both ECs. In order for the vote to pass, for each EC the following must be true: (a) a majority of the votes
205 | cast are “yes”, and (b) there is a minimum of 5 “yes” votes. If the vote fails revised Final Drafts may be
206 | submitted for additional votes at any subsequent time.

207 | APPENDIX B: MOTION GUIDELINES

208 |

Motion	Voting	Notes
Adjourn	Simple majority	Cannot be amended, debated or reconsidered, but can be made again after further business. In the fairness of time, the chair may adjourn a meeting once the time for that meeting has expired
Lay on the Table (suspend discussion)	2/3 majority	Cannot be amended, debated or reconsidered if passed. Tabled motion automatically dies at the end of the meeting. In the fairness of time, the chair may table a motion once the allotted time for that agenda item has passed.
Call the Question	2/3 majority	Not debatable, needs no second. Speaker is not allowed to make a statement and then immediately call the question. Ask if there are any objections to voting now; if so, vote on calling the question; if not, take the main vote.
Amend	Simple majority	May itself be amended. Proposer of motion may amend his own motion or accept friendly amendment without vote, provided there is no objection.
Main Motion	2/3 majority	Motions to do nothing are not allowed. Guidance to the PMO, as defined by this document and the JCP Process Document, is provided through the mechanism of motions.
Take from the Table (resume discussion)	Simple majority	Cannot be debated, amended or reconsidered, if passed.
Reconsider	Simple majority	Cannot be amended or reconsidered. Debatable only if the original motion was debatable. Must be made by one who voted on the prevailing side of the original motion.