

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 sessions, 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~~the goal of reaching broad agreement

~~taking priority over~~ strict adherence to formal procedure ~~rules taking second place behind~~ reaching informal agreement in order to achieve progress on behalf of the community. The process operates best ~~when EC members and the PMO are not forced to resort to the specifics of the rules.~~

Attendance at meetings is mandatory:

- Missing two meetings in a row (whether teleconference or face-to-face meetings) results in the loss of voting privileges in all future, not yet started, JSR ballots and EC voting-es that have not yet started, privileges. An EC Membermember who has lost voting privileges cannot make or second a motion or second one. Privileges are regained after full attendance ~~of at~~ two consecutive meetings.
- Missing ~~six~~five meetings in a row, or missing more than 2/3two-thirds of all meetings in any consecutive 12twelve-month period, results in loss of EC membership ~~either by the company or organization or by the individual member, as the case may be.~~
- The PMO shall provide regular attendance reports to the EC, and shall issue warnings to those who are at risk of losing membership.
- Under exceptional circumstances, to be determined on a case-by-case basis, the EC may waive either of the above penalties.

Quorum for EC meetings is 75% of EC voting members for each EC (in other words, 75% of the voting members of each each EC must have 75% of its voting membersbe present, rather than represented, not 75% of the total voting EC membership.). It is possible for one EC to be quorate and the other not. Depending on the matter under consideration, the Chair may deem it appropriate for the quorate EC to conduct a ballotvote. Otherwise, ~~if there is no n~~ in the absence of a quorum, the EC may have discussion, but can take no action and make no decision until the next quorate meeting or until an electronic ~~vote~~ballot is carried outset-up (see below, Electronic Voting.)

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

In addition to the regular monthly meetings, the E'Cs~~—~~ shall organize the following meetings with the ~~active~~ help of the PMO:

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

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

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

~~(a)~~

(a) Executive Committee voting members should cast their JSR ballots with the goal of promoting the efficient evolution of the Java platform.

(b)

~~(b) Executive Committee voting members should cast their JSR ballots with the goal of promoting the efficient evolution of the Java platform.~~

~~(c)~~ Any communications among Executive Committee members in the course of their JCP activities should take into account the caveats expressed with respect to antitrust laws in section 6.3, "EC Duties and Responsibilities" of the Process Document, item (8.11).)

(c)

~~Agenda~~AGENDA

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

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

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

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

Agenda items may be changed or added at the beginning of the meeting; if ~~no sustained objection there is~~ no one disagrees.

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

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

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

124 |

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

129 | **Voting**VOTING

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

132 |

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

138 |

139 | In the absence of ~~consensus~~general agreement ~~vote the Chair may determine that a~~, any EC voting
140 | ~~Member~~member, or the Chair, may request that a vote be ~~taken~~shall be conducted.

141 |

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

145 |

146 | All EC decisions, ~~reached either through consensus or through a vote~~, are to be understood as decisions to
147 | ~~advise the PMO being~~ are advisory in nature except as they pertain to JSR related ballots. ~~As they pertain to~~
148 | formal ballots as defined in the Process Document.

149 |

150 | The ~~table~~ in Appendix B shall be used as a guide in determining the order of precedence for motions, and
151 | the voting required for the motion to pass. ~~Electronic vote~~ing periods last 714 days except where noted
152 | otherwise in this document.

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

156 | EC voting members may cast three types of votes: "yes", "no" and "abstain". – "No" votes should be
157 | accompanied by an explanation of the changes – if any – that would permit a change of the vote to "yes".
158 | Abstentions are discouraged but may be used by members who are unwilling to support the motion and
159 | who do not wish to block further progress. Abstentions should be accompanied by comments.

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

163 |

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

167 |
168 | ~~should be accompanied by an explanation along with changes (if any) that would lead to change the vote~~
169 | ~~to "yes". votes "No"~~
170 |
171 |
172 | ~~be recorded in the EC minutes. shall will EC motions and any specific voting results~~
173 | The full text of EC motions and the detailed results (including how each member voted) shall be recorded in
174 | the meeting minutes.

175 | ~~Electronic Voting~~ **ELECTRONIC VOTING**

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

200 |

201 | **APPENDIX A: REVISING THIS DOCUMENT**

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

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APPENDIX B: MOTION GUIDELINES

213

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.

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