

# 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, including minutes and attendance statistics, are kept in 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~~shall 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 ~~consensus and making progress for the community given priority over~~strict adherence to formal procedure ~~rules taking second place behind reaching informal agreement in order to achieve progress on behalf of the~~

30 | community. The process operates best when EC members and the PMO are not forced to resort to the  
31 | specifics of the rules.

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34 | Attendance at meetings is mandatory:

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

46 |

47 | •

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

54 |

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

58 |

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

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

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

73 |

74 | EC members shall at all times adhere to the following policies in connection with their JCP activities:

75 |

76 | ~~(a) The Executive Committee shall review JSRs in a manner that provides all persons affected by a~~  
77 | ~~proposed Specification to have an opportunity to participate in the process.~~

- (a) Executive Committee voting members should cast their JSR ballots with the goal of promoting the efficient evolution of the Java platform.
- ~~(b) Executive Committee voting members should cast their JSR ballots with the goal of promoting the efficient evolution of the Java platform.~~
- ~~(c)~~
- ~~(b)~~ 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 65.3, "EC Duties and Responsibilities" of the Process Document, item (8).
- (c)

## AgendaAGENDA

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 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 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 ~~there is no sustained objection~~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 a 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. However, the agenda item may be still considered, with the late materials, if ~~there is no sustained objection~~no one disagrees.

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

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

Agenda items for action ~~will~~shall be opened to the floor for discussion and comment, with the goal being to ~~achieve consensus~~reach general agreement on the proposed action. When ~~consensus~~such agreement is

122 reached after a long discussion, the Chair shall present to the EC members a clear statement of what will  
123 be recorded in the minutes as the ~~EC consensus~~ result of such discussion.

## 124 ~~Voting~~ VOTING

125 All JSR ~~vote~~ ballots ~~shall~~ be conducted electronically, as specified in the JCP Process Document, and  
126 the results made public.

127  
128 All actions of the EC, except as it pertains to JSR's, should be by ~~consensus~~ general agreement whenever  
129 possible, ~~with consensus being defined as no sustained objection from EC members~~. EC members who  
130 disagree with an action of the EC, but are willing to drop their objection to reach ~~consensus~~ general  
131 agreement may have a brief statement included in the minutes.

132  
133 In the absence of ~~consensus~~ general agreement, ~~the Chair may determine that a vote~~ any EC voting  
134 Member, or the Chair, may request that a vote be ~~shall be taken~~ conducted.

135  
136 Any motion in the agenda that cannot be acted on for lack of quorum may be brought to an electronic vote  
137 at the request of the ~~mover~~ proposer, following the process specified in the Section "Electronic Voting".

138  
139 All EC decisions, ~~reached either through consensus or through a vote~~, are to be understood as ~~decisions to~~  
140 ~~advise the PMO~~ being advisory in nature except as they pertain to JSR related ballots.

141  
142 The table in Appendix B shall be used as a guide in determining the order of precedence for motions, and  
143 the voting required for the motion to pass. Electronic voteing periods last ~~7~~ 14 days except where noted  
144 otherwise in this document.

145  
146 EC ~~V~~oting Members may cast ~~thee~~ three types of votes: "yes", "no" and "abstain". Explicit abstentions are  
147 strongly discouraged. In the extreme and most undesirable case, an EC member may not vote at all. No  
148 vote will be recorded for absent members.

149 For the purpose of calculating the voting result, only the votes cast are taken into account.

150 ~~For the purpose of calculating the voting results, a majority is achieved when the result of dividing the yes-~~  
151 ~~votes by the sum of the yes and no votes is larger than 0.50.~~

152 Except where noted otherwise in this document, EC voting – whether electronic or not - is approved if (a) a  
153 majority of the votes cast are "yes" votes, and (b) a minimum of 5 "yes" votes are cast.

154  
155 "No" votes should be accompanied by an explanation along with changes (if any) that would lead to change  
156 the vote to "yes".

157  
158 It is highly recommended that abstentions be accompanied by comments.

159  
160 EC motions and any specific voting results ~~will~~ shall be recorded in the EC minutes.

## 161 ~~Electronic Voting~~ ELECTRONIC VOTING

162 Although there is a strong preference for in-session votesing whenever possible ~~rather than electronic~~

163 | ~~ones~~, any EC Member may request that a motion be voted on by the ECs through ~~an~~ electronic  
 164 | ~~vote~~means. The topic addressed by the motion, as well as the general nature of the motion, must have  
 165 | been discussed at an EC meeting before the electronic voting.

166 | An electronic vote ~~is~~can be requested ~~either by asking for it during a meeting or~~ by sending an email to the  
 167 | EC email list with the words "EC Vote Request" in the subject title. Another EC Member must second the  
 168 | request. The request must include a clearly labeled motion to be voted on by the EC. It is considered  
 169 | good practice to discuss a motion at an EC meeting, or to circulate it for comment on the EC list, before  
 170 | requesting a vote.

171 | Within 7 days of receipt of the request and the second by another EC Member, the PMO ~~will~~shall send  
 172 | email to the EC email list starting the electronic vote on the motion. The ~~voting period~~ duration~~of the vote~~  
 173 | is 14 days (closing on midnight Pacific time on the 14th day) to ensure that all voting members have time to  
 174 | consider the motion before voting.

175 | The PMO may conduct the vote by instructing EC ~~v~~voting Members to vote through a PMO provided or  
 176 | designated website or may instruct the EC to vote by email. In either case, EC ~~v~~voting Members are able  
 177 | to change their vote up to the end of the voting period. When the vote is conducted by email, EC Members  
 178 | vote by sending email to the EC list in reply to the PMO's email announcing the vote. The PMO tabulates  
 179 | the ~~vote~~results.

180 | Options for votes (ie yes, no, abstain) and the number of votes needed to pass are the same as during  
 181 | meetings.

182 | The PMO ~~will~~shall report the results ~~of the vote~~ within 7 calendar days, either to the email list or at an EC  
 183 | meeting, at which time the full text of the motion and voting totals ~~shall~~ be recorded in the meeting  
 184 | minutes.

185 |

## 186 | APPENDIX A: REVISING THIS DOCUMENT

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

## 197 | APPENDIX B: MOTION GUIDELINES

198 |

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.

<b>Motion</b>	<b>Voting</b>	<b>Notes</b>
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.