IEEE Technology for a Sustainable Climate Matrix Organization (TSCMO) Charter

GENERAL

The IEEE TSCMO is a matrix organization of the six IEEE Major Boards. It shall be responsible to the IEEE Member and Geographic Activities (MGAB) Board, Standards Association (IEEE SA), and the IEEE Technical Activities Board (TAB). It will solicit and receive cross-organizational input on its scope, charter, and operations through its representatives which will also come from the Educational Activities Board (EAB), the Publications Services and Products Board (PSPB), the IEEE-USA Board, and the IEEE Board of Directors.

SCOPE

The IEEE TSCMO shall be responsible for coordinating IEEE's Technology for a Sustainable Climate (TSC) strategies and activities, and thereby creating a OneIEEE voice. The OneIEEE presents a unified voice both internally and externally for engagement with the public, IEEE members, and the larger technical profession with the goal of advancing and promoting technology for a sustainable climate.

RESPONSIBILITIES

1. Recommend and coordinate strategic initiatives that advance TSC.

2. Develop an approach to promote, support, and amplify the IEEE TSC-related goals, activities, and progress across the organization and with appropriate external audiences.

3. Collaborate with the Major Boards to develop initiatives, programs, and events that will align with established goals and objectives.

4. Coordinate TSC policy advocacy efforts in accordance with IEEE governing documents.

5. Serve as IEEE's TSC Resource Center providing information and guidance on TSC tools and resources and identifying and coordinating TSC efforts across IEEE.

6. Interact with institutions, and other key stakeholders, throughout the world engaged in TSC activities in IEEE's fields of interest to exchange experiences and capitalize on mutually beneficial collaboration, cooperation and knowledge sharing opportunities.

7. Evaluate the effectiveness of the strategies and measure progress towards the goals and objectives within its scope, and provide reports as required.

8. Develop an annual plan of operations and budget, and effectively manage both to achieve goals and objectives.

MEMBERSHIP

All voting members of the TSCMO shall have a demonstrated background in technology for a sustainable climate.

IEEE members on the TSCMO shall be of Graduate Student Member grade or higher.

At least one member shall have obtained a first collegiate degree within the last fifteen years at the time of appointment and who is of Graduate Student Member, Member grade or higher.

The TSCMO shall consist of not more than 13 voting members as follows:
- Chair, recommended by the Nominations & Appointments Committees of IEEE SA, MGAB and TAB, and appointed by the Chairs of IEEE SA, MGAB, and TAB.
- Vice-Chair, selected by the Chair from among the voting members of the TSCMO.
- Immediate Past Chair.
- Treasurer, appointed by the TSCMO Chair in consultation with the IEEE Treasurer.
- One member appointed by each of the Chairs of the Major Boards (EAB, IEEE-SA BOG, IEEE-USA, MGA, PSPB, and TAB) in consultation with the TSCMO Chair.
- Up to three independent experts appointed by the Chair in consultation with the Chairs of the Major Boards. In view of the expertise required, nonmembers of IEEE shall be eligible for appointment as an independent expert of this Committee.
- One member of the IEEE Board of Directors, appointed by the IEEE President & CEO in consultation with the TSCMO Chair.

The Chair shall work with the Major Board Chairs to ensure appointees reflect the diverse, global nature of IEEE's membership and activities.

The Chair and Vice Chair shall serve a one-year term in those positions, with reappointment permissible for an additional one-year term. Members shall serve two-year staggered terms, with reappointment permissible for one additional two-year term.

Corresponding Members

As the TSCMO is designed to improve collaboration and communication across the IEEE to advance and promote technology for a sustainable climate, the TSCMO shall facilitate participation by organizational units (OUs) that are interested whenever possible.

The TSCMO may have non-voting corresponding members whose involvement can benefit the TSCMO. The purpose of the corresponding members is to assist

furthering the work of the TSCMO through their expertise and experience in relevant matters.

Corresponding members are appointed annually by the Chair upon recommendation by organizational units of IEEE or TSCMO staff. There is no maximum or minimum number of corresponding members.

Corresponding members may be invited by the TSCMO Chair to attend any meeting. Expenses incurred by corresponding members are not reimbursed through the TSCMO budget.

VACANCIES
In the absence or incapacity of the Chair, the Vice Chair shall assume the duties of the Chair. If other vacancies occur, they are filled using the methodology originally used to fill that position.

A member of the TSCMO may be removed by the individual then currently holding the office that made the appointment, in consultation with the TSCMO Chair.

Resignation from the TSCMO shall be made in writing to the TSCMO Chair and to the President, SA, and Vice Presidents of MGAB and TAB.

AD HOC COMMITTEES
An Ad Hoc Committee may be appointed by the TSCMO Chair in consultation with the Chairs of the Major Boards to address a specific issue or activity within the scope of TSCMO.

The scope, membership, source of funding, and expected duration of each such Ad Hoc Committee shall be specified at the time of appointment.

The activities of an Ad Hoc Committee shall be completed by the end of the calendar year of the Ad Hoc Committee's formation, at which time the Ad Hoc Committee shall terminate. Ad Hoc Committee term extensions in increments of one calendar year or less may be made by the Chair, President SA, VP MGAB or VP TAB.

MEETINGS
It is anticipated that the TSCMO will meet at least three times annually.

Electronic mail, teleconference, and other non-face-to-face means may be utilized for the transaction of business and for the conduct of interim meetings as called by the Chair.

The TSCMO may hold an in-person meeting, if required, with the time and location determined at the TSCMO's discretion.

The business of any TSCMO Ad Hoc Committees shall normally be accomplished virtually.

Parliamentary Procedure: Robert's Rules of Order (latest edition) shall be used to conduct business at the TSCMO meetings.

Quorum: A majority of the voting members of the TSCMO shall constitute a quorum.

Actions of the TSCMO: Unless otherwise specified in the IEEE governance documents, a vote of the majority of the voting members of the TSCMO present at the time of the vote, provided there is a quorum, shall constitute an act of the TSCMO. The Chair shall have no vote except if the vote is by secret ballot or unless the Chair's vote can change the outcome of the vote.

REPORTS

The Chair shall provide a report to MGAB, TAB and IEEE SA at each of their regular meetings and as may be requested by the Chair(s). The Chair shall also provide an annual joint report with MGAB, TAB and IEEE SA to the Board of Directors, which shall be shared with the Governance Committee, EAB, PSPB and IEEE-USA.

FINANCIALS

The TSCMO Chair and staff shall work within the normal IEEE Budget Development Process to develop a budget for the ensuing year. TSCMO activities shall be funded by the IEEE as an IEEE Strategic Initiative.

Additional funds may be raised and applied to advance TSCMO operations through grants, gifts and/or other sources or activities consistent with the IEEE's mission and purposes.

HUMAN RESOURCES SUPPORT

The IEEE Executive Director and Chief Operating Officer (COO) shall designate staff resources to support the TSCMO.

CHARTER REVISIONS

Revisions to this Charter shall conform with IEEE governing documents and be approved by TSCMO, MGAB, IEEE SA and TAB with input from all Major Boards and the IEEE Board of Directors. During the pilot period, proposed charter revisions shall be approved by the IEEE Board of Directors.