



Program Advisory Group Organizational Guidelines

I. Background

The Internet2 Board of Trustees (Board) adopted the current governance structure in 2012 as a way to allow the Internet2 community to provide more direct input into the decision-making and strategic planning of Internet2. The governance structure also was designed to enhance the transparency and flexibility of Internet2 to better meet the dynamic priorities of the member constituent communities.

As part of this structure, the Board created an advisory committee known as the Programs and Priorities Committee (PPC). This committee currently consists of Board Trustees, but also may include community representatives. As stated in the Internet2 Bylaws, its purpose is to provide guidance to the Board on programs and priorities presented by the Corporation's executive leadership team. It also is responsible for serving as the interface between the research and education community and the Board regarding programs and priorities.

In addition, the current governance structure includes program advisory groups (PAGs) and other working groups established from time to time based on community interests and priorities. The PAGs, in particular, represent the functional areas of Internet2 and are meant to be advisory in nature to Internet2 executive leadership. The current active PAGs include: Community Engagement (Ana Hunsinger), External Relations (John Morabito), NET+ (Kevin Morooney), Network Architecture, Operations, and Policy (Rob Vietzke), and Trust and Identity (Kevin Morooney).

II. Purpose

The primary purpose of the Internet2 PAGs is to advise Internet2 executive leadership and provide input from all relevant constituencies in the research and education (R&E) community. It is understood that each PAG also may provide specific input into any program that is specific to the areas of responsibility of the various Internet2 executives.

III. Membership

Composition: The PAGs will consist of a minimum of five community representatives. Unless a PAG establishes or utilizes a separate process, the community representatives will be selected and appointed by the relevant Internet2 executive who should consult with his/her PAG for input on the selection. The community representatives should constitute a cross-section of representatives from the constituencies relevant to the program(s) under the responsibility of the relevant Internet2 executive. To the extent that attrition reduces the number of community representatives below five, the relevant Internet2 executive will appoint new individuals with input from his/her PAG. Each executive should ensure that the membership of each PAG reflects diversity, including, but not limited to, institutional diversity, ethnicity, and gender. Community representatives may not simultaneously serve as a representative of a PAG and as a Trustee for the Internet2 Board.

Terms of Office/Term Limits: Each PAG may designate terms or term limits for each community representative. In the absence of specifying a particular term or term limit, community representatives may participate on a PAG based on a mutually agreeable time period between the community representative and the executive sponsor.



IV. PAG Meetings

Structure: The executive sponsor, or community representatives on the PAG, may designate a chair for the PAG meetings.

PAG Schedule: The PAG will meet (via tele/videoconference and/or in person) at least once per quarter or more often, if necessary, as determined by each PAG.

PAG Representative Schedule: The PAG Representatives will meet (via tele/videoconference and/or in person) at least quarterly and at least once per year in person at an Internet2 event.

Notes: Internet2 staff will take notes at each meeting and document any action items. The action items will be distributed to the community representatives within two weeks after a meeting. The notes and group rosters will be made available to all PAGs.

Resolutions: If the PAG passes resolutions or adopts decisions by vote, there must be a quorum present. For a quorum to be present, 3/4 of the total community representatives must be in attendance. It is the responsibility of the executive sponsor to ensure that the quorum requirement is met.

Dismissal: Any community representative who is absent repeatedly without justification shall be removed from the PAG.

Confidentiality: While community representatives are expected and encouraged to discuss Internet2 matters within the community, they should not report personal opinions expressed in PAG meetings, nor should they disclose confidential PAG discussions or action items.

Conflicts of Interest: Community representatives are expected to recuse themselves from matters that place them in a personal or professional conflict of interest. Any questions regarding conflicts should be directed to the executive sponsor.

V. Coordination with Internet2 Executive Sponsors and the Board of Trustees

- Each PAG will designate one representative to attend meetings with the PPC and Internet2 Executive Sponsors. This representative can be the designated chair of each PAG or another community representative.
- PAG representatives and Internet2 Executive Sponsors will meet at least twice per year.
- The PPC, PAG representatives and Internet2 Executive Sponsors will convene annually at the Internet2 Global Summit.
- The Executive Sponsors may determine that an all-PAG meeting is required during the Internet2 Global Summit.
- After each PPC and Executive Sponsor meetings, the designated representative shall report back to his or her respective PAG on the PPC discussions.
- The Chair of the PPC will report communications with PAG representatives to the full Board.
- Each PAG will produce a uniform report for the PPC at least two times per year.