

By-Laws

Center for Science and Technology Policy Research Cooperative Institute for Research in Environmental Sciences University of Colorado at Boulder

**August 2002
Amended June 2007**

Motto: “Science Serving Society”

Mission Statement

The Center works to improve the ways by which science and technology policies address societal needs, including research, education and service.

1. Purpose

The Center for Science and Technology Policy Research (the Center) is established within the Cooperative Institute for Research in Environmental Sciences (CIRES), University of Colorado-Boulder, to focus on research, education, and outreach at the interface of science, technology, and the needs of decision makers in public and private settings. The Center’s research will be highly integrated with the ongoing activities of CIRES, the National Oceanic and Atmospheric Administration, the University, and the broader science and technology community.

2. Elaboration of Purpose

Strategic Intent #1

Help guide the University of Colorado in educating the next generation of science and technology policy decision makers.

Objectives

- Build a sustainable graduate science and technology policy education program at the University of Colorado.
- Serve as a national role model in innovative science and technology policy education.
- Integrate faculty skills and expertise across disciplines and fields contributing to their professional development, research, and educational goals.
- Enable the University of Colorado to serve as a leading voice in national and international science and technology policy issues.

Strategic Intent #2

Help make the nation’s science portfolios more responsive to societal needs.

Example areas include climate and global change, disasters, nanotechnology, biotechnology, and renewable/sustainable energy.

Objectives

- Identify criteria for reconciling supply of and demand for scientific information in

decision making.

- Identify and present criteria for developing and evaluating broad portfolios of scientific and technological research.
- Identify and develop relationships with our target audiences to learn about their information needs and how we can best assist them.
- Develop an outreach strategy to disseminate the Center's products to our target audience.

Strategic Intent #3

Provide various means for people with differing perspectives to discuss research and practice related to science in its broader societal context.

Objectives

- Identify the current and potential users of our discussion fora.
- Evaluate current activities and continuously develop new activities to serve effectively our users' needs.
- Experiment with new technologies, educational tools, mechanisms of outreach, and forms of stakeholder interaction to enhance the opportunities for discussion and debate on important topics related to science and society.

Strategic Intent #4

Build a sustainable, diverse and productive institution at the University of Colorado-Boulder.

Objectives

- Achieve sufficient and stable funding to support the Center's core activities.
- Achieve a critical mass of personnel able to carry out the Center's mission.
- Have all Center staff co-located on the main campus.
- Further improve and refine the Center's governance structure to support growth and guide its future direction.
- Develop the Center's "brand."

3. Participation/Membership

- a. Staff includes individuals who are supported primarily or exclusively through Center funds.
- b. Affiliates are individuals conducting joint research with Center staff but whose primary support is from outside the Center. They are appointed by the Center Director for renewable 2-year terms. Affiliates may be nominated for appointment by self, by a member of the Executive Committee, or by a member of the External Advisory Board. An initial affiliate appointment or its renewal requires advice and consent of the Executive Committee. Center Affiliate appointments can take several forms:
 - i. University of Colorado Faculty Affiliates are members of the faculty of the University of Colorado who through research, education, or outreach have expressed interest in collaborating with Center personnel in support of the

Center's mission.

- ii. Faculty Affiliates from outside the University of Colorado are members of the faculty of a university or college other than the University of Colorado who through research, education, or outreach have expressed interest in collaborating with Center personnel in support of the Center's mission.
 - iii. CIRES/University of Colorado Research Affiliates are non-faculty employees of CIRES or the University of Colorado who through research, education, or outreach have expressed interest in collaborating with Center personnel in support of the Center's mission.
 - iv. Non-CIRES/University of Colorado Research Affiliates are from institutions other than CIRES or the University of Colorado who through research, education, or outreach have expressed interest in collaborating with Center personnel in support of the Center's mission.
- c. Visiting Scholars are scholars affiliated with other institutions who, for the period of their visit, are appointed by the Center Director to visiting positions in residence within the Center.
 - d. Students are enrolled in degree programs at an institution of higher education and may receive support from Center awards.

Unless otherwise specified, the rights, privileges, and responsibilities of Center staff, affiliates, visiting scholars, and students are governed by the administrative policies and procedures of the University of Colorado.

4. Governance

The Center is led by the Director and Associate Faculty Director with the assistance of the Managing Director. The Center Director and Associate Faculty Director are responsible for management of Center research and related activities, Center personnel, and reporting on Center activities. They are advised in this capacity by:

- i) an internal Executive Committee of the Center. The internal Executive Committee shall consist of no less than three Center staff as defined in 3(a), which shall include the Center Director and Associate Faculty Director. Executive Committee members other than the Center Director shall be appointed by the Center Director. In addition, the CIRES Director shall serve on the internal Executive Committee in ex officio status. The Executive Committee shall meet at regular intervals (usually bi-monthly during the academic year) to attend to the administrative matters of the Center.

ii) an External Advisory Board which shall consist of the CIRES Director and no more than three others who shall be selected by the Executive Committee and approved by the CIRES Director, and who shall serve two-year terms. The External Advisory Committee shall meet at least once each calendar year.

During travel by the Center Director or upon delegation, the Associate Faculty Director or Managing Director shall assume the Center Director's responsibilities.

The CIRES Chief Financial Officer is responsible for oversight of all CIRES' budgetary matters. The Center's Managing Director is responsible for management of the Center's budget.

5. Selection and Appointment of Director and Managing Director

The CIRES Director shall select the initial Center Director and, after consultation with the External Advisory Board, successor Center Directors. The Center Director and Associate Faculty Director shall be members of the faculty of the University of Colorado.

The Center Director shall select the Associate Faculty Director and Managing Director.

6. Amendments

The CIRES Director gives final approval to recommendations for amendments to these by-laws that are based on a majority vote of the Executive Committee.