

UNOLS CHARTER

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PROPOSED CHANGES :

Filling Unexpired Terms of Council Members

These changes are being proposed to clarify and include in the charter procedures that have been used to fill vacated positions on the council. It also includes a provision to conduct business by correspondence when necessary.

Number of meetings

This proposed change allows UNOLS to respond to budgetary restraints on the number of meetings and to allow for additional meetings when funded without violating the terms of the charter.

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1. INTRODUCTION

Recognizing the need for coordinated use of federally supported oceanographic facilities, the community of academic oceanographic institutions which use and operate those facilities, by virtue of this Charter, do hereby establish an organization of academic oceanographic institutions. The organization shall be named the University-National Oceanographic Laboratory System (UNOLS). UNOLS is solely an advisory body. Execution and enforcement of its recommendations are matters for member institutions and for agencies which fund the construction and operation of UNOLS facilities.

2. OBJECTIVES

An objective of UNOLS is to coordinate and review the access to and utilization of facilities for academic oceanographic research, and the current match of facilities to the needs of academic oceanographic programs. UNOLS makes appropriate recommendations of priorities for replacing, modifying or improving the numbers and mix of facilities for the community of users. Another objective is to foster federal and other support for academic oceanography, thereby continuing and enhancing the excellence of this nation's oceanographic program. Emphasis is placed on ships and other seagoing facilities.

3. MEMBERSHIP

a. Membership in UNOLS is open to those institutions which use, or operate and use, sea-going facilities and maintain an academic program in marine science. Membership shall be by institution. It is intended that UNOLS institutions make substantial contributions to the national oceanographic program.

Each UNOLS institution shall designate a representative with authority to speak and act for the institution in UNOLS matters. UNOLS representatives may authorize alternates. Addition of members shall be by application to and majority action by the existing membership. Membership may be voluntarily terminated by any member on written notice to the Chair. In extraordinary instances, an institution's membership may be involuntarily terminated by two-thirds vote of UNOLS membership.

The UNOLS Council periodically will review the list of UNOLS Institutions. It will recommend to UNOLS additions, status changes, and terminations. Changes will be considered at a regular UNOLS meeting and require a vote of the UNOLS membership present or by proxy if absent.

b. All institutions, having satisfied the criteria for membership and having been selected, are designated as UNOLS institutions. Those UNOLS institutions that operate UNOLS vessels or National Oceanographic Facilities (Annex II) are, in addition, designated as Operator Institutions. UNOLS vessels and National Oceanographic Facilities are designated by the UNOLS Council. UNOLS vessels are those United States research vessels generally operated in support of national oceanographic research programs, by academic or other non-profit institutions and are significantly funded by the federal government. They are operated in accordance with UNOLS safety standards, subject to regular, recognized ship inspection programs, scheduled by established UNOLS procedures and meet cruise reporting, cruise assessment, cost accounting and performance standards according to UNOLS uniform practices. UNOLS vessels and National Oceanographic Facilities are regularly available to users outside of the operator institution provided that funding is available from the sponsor of the research or from the user. The list of designated UNOLS vessels will be reviewed regularly for additions or deletions by the UNOLS Council.

4. ORGANIZATION

a. The UNOLS organization shall include an elected Chair and Vice Chair, a UNOLS Council, an Executive Committee drawn from the Council, Committees for ship scheduling, fleet improvement, research vessel operations, and other committees as required and established by the UNOLS Council and a UNOLS Office.

b. The Chair represents UNOLS throughout the oceanographic community, calls and presides over UNOLS meetings, chairs the UNOLS Council and Executive Committee, in consultation with the UNOLS Council, appoints other committees and provides direction and oversight to the Executive Secretary and the UNOLS Office.

1. The Vice Chair supports the Chair in representing UNOLS throughout the oceanographic community and acts, in the Chair's absence, in calling and presiding over meetings, in the UNOLS Council and with regard to UNOLS appointments, direction and oversight.

d. The UNOLS Council represents and acts on behalf of the UNOLS membership as the operating and governing body of UNOLS. It monitors UNOLS activities, giving attention to the effective use of available oceanographic facilities and determining the performance of UNOLS Institutions in providing access to federally supported facilities for scientists from other institutions. It evaluates the need for replacement and additional facilities and assesses whether facilities are outmoded or in excess of current needs. It considers and makes recommendations to funding agencies of the needs for specialized facilities or new concepts in facilities and the balance between facilities and funded research programs. It accepts charges from funding agencies for special studies and reviews, and will make recommendations based on its findings. It assists funding agencies in efforts to obtain adequate and uniform financial data and post-cruise reporting of ship operations. It counsels in the formation of and appointments to UNOLS committees, and provides oversight to them. The UNOLS Council shall report fully and faithfully to the UNOLS membership and to sponsoring agencies on its actions, activities and plans. Reports shall include an annual summary report delivered at the annual UNOLS meeting, reports of Council meetings and special reports on important actions or activities.

The UNOLS Council consists of nine elected members, including the UNOLS Chair and Vice Chair. The chairs of the Ship Scheduling Committee, the Fleet Improvement Committee, the DEep Submergence Science Committee, the Research Vessel Operators' Committee, the Research Vessel Technical Enhancement Committee, the Arctic Icebreaker Coordinating Committee (Annexes I-VI) and of other standing Committees serve, ex-officio, as fully participating members of the Council. No more than one elected member of the UNOLS Council shall serve from any one institution. If, during an elected member's term, that individual's status changes so that the eligibility criteria are no longer satisfied, that individual will lose membership on the Council. If any elected member of the UNOLS Council misses three consecutive meetings, that individual will lose membership on the Council. ~~Replacements will be elected in accordance with Procedures to fill unexpired terms.~~

A quorum for the UNOLS Council requires one more than half of all Council members and must include at least five elected members. Council decisions are reached by majority vote of members voting, provided a quorum is represented.

If a majority of the Executive Committee agrees that a matter requires a discussion and vote by the Council but sooner than the next scheduled meeting, a discussion of the matter by correspondence (e.g., electronic mail) may be held, and the vote taken according to the same voting rules as for regular votes. Ballots may be submitted by correspondence, fax or email to the UNOLS Office, where the count shall be compiled by the Executive Secretary and reported to the Council.

e. Unexpired terms. If a council member fails to complete his/her term for any reason, a replacement member meeting the same eligibility requirements shall be appointed by the Chair, subject to approval by a majority vote of the Council, with a quorum participating. This vote may be conducted by correspondence unless a scheduled Council meeting is to take place within one month of the vacancy arising, in which case the vote shall be conducted at that meeting. Should the unexpired term be that of the Chair, the Vice-Chair shall become Chair for the remainder of the Chair's term and shall then appoint a new Vice-Chair under the foregoing procedure. Persons filling an unexpired term shall not have the duration of the unexpired term counted toward any term limits specified elsewhere in this charter.

f. The UNOLS Executive Committee serves for UNOLS and the UNOLS Council in those matters requiring quick response. Actions or activities by the Executive Committee shall be with the same authority as those of the UNOLS Council, but the Executive Committee will, as a matter of course, report fully to and seek the concurrence of the Council on their actions and activities.

The Executive Committee consists of the UNOLS Chair, Vice Chair and two additional

individuals selected by the Council from among their elected or ex-officio members.

g. Committees are established for such special purposes as decided by UNOLS and the UNOLS Council. These Committees address issues as set out in their terms of reference. Their recommendations to funding agencies shall be delivered through the UNOLS Council or Executive Committee. All such committees are UNOLS committees. Permanent or standing committees shall be established by vote of UNOLS members, then formed by the UNOLS Chair in consultation with the UNOLS Council. Special purpose or temporary committees may be established and formed by the UNOLS Chair and Council on their own authority. Committees function under terms of reference adopted by the Council. Committee chairs and members are appointed by the UNOLS Chair with approval of the Council, unless otherwise specified in a Committee's terms of reference. Terms of reference for permanent or standing Committees are adopted as annexes to the Charter.

UNOLS Committees shall remain in effect for no longer than three years, after which time they shall be dissolved unless they are reaffirmed by the UNOLS Council. The Council shall review all Committee's terms of reference and activities as a basis for affirmation, change or dissolution.

h. A UNOLS Office shall be established for the purposes of providing staff support and secretariat services to UNOLS, the UNOLS Chair, Council, Executive Committee and other Committees as directed. The Office will serve as a focal point for UNOLS correspondence and for central files on facilities, schedules, user requirements and related information. The Office will advertise, arrange, support and report on UNOLS, Council and Committee meetings. It will arrange and manage contracts for blanket services to the UNOLS fleet and UNOLS institutions under guidance from the Chair and Council, and at the behest of sponsoring agencies.

The UNOLS Office will normally be established at a UNOLS operator institution. It is expected that the UNOLS Office will rotate among these institutions. The UNOLS Chair, with the UNOLS Council, will review UNOLS Office performance and activities on about three-year intervals (or at intervals controlled by the duration of funding grants). The Office may, if so suggested by review, be moved after three, six or nine years, and it would remain at a single institution for a period longer than nine years only under extraordinary circumstances.

The UNOLS Office will be headed by the Executive Secretary, an employee of the institution hosting the UNOLS Office. The Executive Secretary, while administratively an employee of the host institution, will act under direction from the UNOLS Chair and Council. If it is necessary to select or replace the Executive Secretary, open competition for a host institution will be held concurrently. The Executive Secretary is responsible for all UNOLS Office functions and other UNOLS duties as directed by the UNOLS Chair and Council.

Selection of an institution to host the UNOLS Office and of Executive Secretary will be by open, competitive process. These selections ordinarily will be made concurrently. The UNOLS Chair will invite all UNOLS operator institutions to submit letter proposals identifying their candidate for Executive Secretary and advancing their capabilities for hosting the Office. The Chair, with advice from the UNOLS Council, will appoint an Evaluation Committee, organized with due regard for UNOLS institutions' interests, for the purpose of recommending the best proposals for host institution and executive secretary. The recommendation from the Evaluation Committee, with the review and consent first of the Council and then of the UNOLS membership, will be transmitted to the agency administering the UNOLS Office grant. It will then be necessary for the institution recommended as UNOLS Office host to submit a grant proposal to the administering agency. Contractual obligations between the UNOLS institution hosting the UNOLS Office and the funding agencies will be the responsibility of those organizations.

Costs of operating the UNOLS Office will be federally funded and should be prorated

among the funding agencies in accordance with their participation in contract and grant programs with the institutions, or by such other arrangements as may be agreed to.

5. PROCEDURES

a. Voting. Election of UNOLS Officers and UNOLS Council members will be on the basis of one vote for each UNOLS institution represented. On issues coming before the membership for vote, each UNOLS institution will also exercise one vote. Except as otherwise specified (e.g., for involuntary termination of membership), matters voted on will be decided by a simple majority of UNOLS institutions casting votes in person or by proxy. Voting by the membership will ordinarily take place at UNOLS meetings. Two-thirds of the UNOLS operator institutions must be represented to establish a quorum. In extraordinary circumstances, matters may be submitted for vote by the membership at times other than UNOLS meetings. These matters will be submitted by mail or electronic mail, and will be governed by the same rules for decision and quorum as apply at meetings.

b. The UNOLS Chair and Vice Chair shall be elected from among candidates affiliated with any UNOLS member institution. Election will be for a two-year term, and individuals are eligible for not more than two consecutive terms.

c. Members of the UNOLS Council will be elected for three-year terms, staggered so that two or three terms begin each year. Individuals may serve not more than two consecutive terms. Two members will be elected from among designated representatives of UNOLS operator institutions, two from designated representatives of UNOLS institutions other than operators, and three will be elected from among candidates affiliated with any UNOLS institution.

d. A slate of candidates will be prepared for distribution at least 30 days in advance of elections consisting of at least two candidates for each position being considered. This slate of candidates will be formed by a Nominating Committee appointed and announced by the UNOLS Chair. The Nominating Committee members will consist of three members, one from a UNOLS operator institution, one from an institution other than an operator and one from any UNOLS institution.

The Nominating Committee will issue a call for nominations enumerating the positions to be filled and summarizing the qualifications required for each position. Nominations for the slate may be submitted by anyone affiliated with a UNOLS institution, in writing, to the UNOLS Office or the Nominating Committee. In forming the slate, the Nominating Committee shall give due consideration to the qualifications required for each position, as well as for maintaining appropriate balance among institutions from different regions or having different kinds of facilities. Individuals should be chosen to achieve a balance among scientific user disciplines. The Nominating Committee shall also choose individuals who have experience in research at sea, and they will seek to maintain an even representation of scientific user disciplines on the Council. Nominations of additional candidates may also be made from the floor during meetings. Such nominations may be made only by designated representatives of UNOLS institutions, and must be accompanied by the nominee's concurrence and qualifications.

e. Meetings. The UNOLS Chair will convene an annual meeting of UNOLS institutions. The Chair will form and distribute 30 days in advance an agenda to include annual reports of UNOLS Council and Committee activities and other issues and matters of importance to UNOLS.

The UNOLS Council will meet in conjunction with each UNOLS meeting and at least ~~two other times~~ **one other time** annually.

Other UNOLS Committees will meet as specified in their terms of reference or as necessary to conduct their business **within the limitations of available funding.**

Notwithstanding any statements specifying numbers and types of meetings in this article of the charter or in other articles or annexes thereof, the UNOLS Council, under its regular voting procedure, may authorize the Executive Secretary to fund a larger or smaller number or extent of meetings of the Council or of any UNOLS Committee in any given operating year in order to operate within available funds, to respond to support of specific meetings by one or more funding agencies, or to accommodate other such fiscal constraints or opportunities. If in any given year the Executive Secretary finds that the set of meetings enumerated in the charter and its annexes will require more support than is likely to be available, the Secretary shall alert the Council to this situation and recommend appropriate cost reductions or supplemental funding efforts for Council consideration and approval.

Notification of UNOLS, Council and Committee meetings will be given broad, advance distribution sufficient to assure open response and participation.

f. Reports shall be made of the proceedings of all UNOLS, Council and Committee meetings and shall be distributed to UNOLS institutions, Council and Committee participants and funding agencies.

6. AUTHORITY AND POWERS

Recommendations and decisions by UNOLS or any sub-organization thereof are not binding on any member or interested participant thereof. No legal, fiscal or contractual authority is intended, granted or implied under the terms of this Charter.

7. IMPLEMENTATION, AMENDMENTS AND TERMINATION

a. This Charter may be amended, or operative annexes added or deleted, by a vote of two-thirds of UNOLS Institutions voting on the matter provided that a quorum as defined in 5a is present or, in case of mail or e-mail votes, submits votes by those methods. The voting matter shall have been submitted to the membership at least thirty days prior to the vote.

b. This Charter shall remain in effect for a period of three years after which time it shall be dissolved unless modified or readopted by vote of the UNOLS Institutions.

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Amended: Jul 13, 1973, by mailed ballot

Amended and readopted: May 17, 1974, Washington, DC

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ANNEX I

TO THE CHARTER

Ship Scheduling Committee

1. An important facet of the UNOLS' activities is the provision of a mechanism to coordinate the use of available facilities. The coordination of ship schedules is the most obvious area where immediate benefits might be gained. An underlying principle of UNOLS is that control of facility operations and scheduling remain the responsibility of the operating institution, with the understanding that UNOLS and UNOLS operating institutions will make serious efforts to assure that ships and facilities are fully available to all federally-funded users. To assure that ships and facilities are broadly available and that their use is effectively scheduled and coordinated, it is critically important that records of ship-time requests, ships and facilities available, the funding status of proposed ship use and tentative schedules be broadly disseminated in a timely fashion. It will be a responsibility of the UNOLS Council to assess and report on the effectiveness of facility utilization. The Ship Scheduling Committee will serve as the focal point for this coordinating role of UNOLS.

2. The UNOLS Chair shall appoint a Ship Scheduling Committee Chair and Vice Chair from among UNOLS operator institutions, and usually in accordance with nominations from within the Committee. Normally the Chair and Vice Chair will be from opposite coasts (Atlantic/Gulf and Pacific). Terms of office will be for two years. The purpose of the Committee is to serve as a mechanism for the development and coordination of ship schedules in order to assure the most effective, efficient and economic utilization of ships and associated facilities. The Ship Scheduling Committee has its own terms of reference. Membership consists of representatives from each UNOLS operator institution. Representatives of NSF, ONR, NOAA and other sponsoring agencies shall be included.

The Ship Scheduling Committee may establish subcommittees to meet and function on a regional basis, reporting then to the main committee.

3. The Ship Scheduling Committee, supported by the UNOLS Office shall pursue an annual process of schedule development. The process is executed so as to assure effective ship and facility support to federally-funded investigators, efficient and economic operating schedules for individual ships and the UNOLS fleet and to provide timely information for fleet management to funding agencies, UNOLS ship operators and the research vessel user community. Procedures for schedule development include:

- Collection of ship-time requests both at the operating institutions and at the UNOLS Office,

- Exchange of ship-time requests and summaries among all UNOLS institutions and the UNOLS Office,

- Development of tentative ship schedules by operating institutions and dissemination among all institutions and the UNOLS Office and the sponsoring agencies,
- Meetings to consolidate knowledge of science project, funding status, to compile institution estimates of operating costs, to coordinate ship and equipment schedules and to assure all funded science programs are scheduled.

4. Ship-time requests should be submitted electronically using the form available on the UNOLS homepage < <http://archive.unols.org> >. This permits automatic distribution to the appropriate operator(s), funding agency and the UNOLS Office. An e-mail copy will be returned to the PI submitting the request. This form can be printed from the Web and appended to research proposals requesting ship time. The NSF 831 Ship Time Request form is being phased out. Ship-time requests must be completed for all science requiring ship time and submitted as a part of their Research Proposals to NSF or to notify ONR, NOAA or other sponsoring agencies of their ship time requirements. Whenever practical, requests are filled using the ship requested by the investigator. Institutions encourage submission of ship-time requests as early as practical, hopefully in January or February, prior to the operating year.

Electronic filing of the ship-time request form will automatically post the request on a Web chart accessed through the UNOLS homepage. The request will be located in the geographical area requested for the cruise. Multiple year cruises will be located on the appropriate year's chart. The chart display helps to facilitate scheduling and permits investigators to collaborate with other programs that might be compatible. A separate inventory is also maintained on the UNOLS homepage for access to all interested scientists. The central file of ship-time requests will be the principal mechanism for the exchange of ship-time information.

5. Tentative schedules are generated by each UNOLS institution for their ships. Tentative schedules are generated as soon as operators have a basis in credible ship-time requests (routinely in the spring). These schedules are posted on the UNOLS homepage to permit coordination with other ship operators and to prompt negotiations for eliminating double bookings, assure accommodation of all funded science, enhance effectiveness of facility support and to improve the efficiency and economy of the overall fleet schedule. These negotiations are a critical part of the UNOLS scheduling process.

6. Meetings of the Ship Scheduling Committee are held as necessary, at least annually. The number and dates for meetings may be influenced by institutions' efficiency in developing and exchanging ship-time requests and tentative schedules. Practically, the timing for meetings is dictated by the flow of ship-time requests and of their science funding decisions and by the submission date for Ship Operations Proposals. Operators must coordinate their schedules through electronic means. Regional meetings may be necessary to refine schedules and to eliminate double bookings. Schedules should be as firm as possible in late spring to permit the Schedule Review Group an opportunity to examine all schedules for most efficient operations. The Schedule Review Group consists of the Ship Scheduling Committee Chair, Vice Chair, UNOLS Executive Secretary and funding agency representatives. An early fall meeting of the full Ship Scheduling Committee is necessary to finalize ship operating schedules and to accommodate fleet operating costs to the total funding available and to the needs of sponsored science projects. Additional scheduling meetings may be necessary among regional groups and consortia of operators in preparation for the fall general scheduling meeting.

7. The Ship Scheduling Committee will, as a part of each meeting report, with the input of the Federal sponsoring agencies, make comprehensive recommendations regarding effective utilization of the UNOLS fleet based on criteria for ship scheduling, the ship needs of sponsored science programs and other aspects of ship management. Recommendations should include the need for additions to or deletions from the UNOLS

fleet, temporary periods out of service for individual ships, or modification to schedules for individual ships or groups of ships. Recommendations should be reached through an open process, and transmitted to the UNOLS Council.

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ANNEX II

TO THE CHARTER

National Oceanographic Facilities

1. In addition to regular institutional UNOLS facilities, there may be identified National Oceanographic Facilities, defined as those facilities, specialized and otherwise, that are made available for the use of qualified scientists from any institution and the use of which shall be recommended by a UNOLS Advisory Committee.
2. A research vessel or other research facility may be designated a National Oceanographic Facility upon the approval of the UNOLS membership after review by the UNOLS Council, with the concurrence of the owner and operator of the facility and with reasonable assurance of support. National Oceanographic Facilities may be multi- or special-purpose facilities and may be designated for the entire annual operating period or any significant period thereof.
3. The purpose of National Oceanographic Facilities is:
 - To provide oceanographic vessel and other facility support to scientists who do not operate or have available the required facilities.
 - To provide for the support and use in academic research of specialized and unique facilities.
4. An Advisory Committee is established to provide recommendations for each facility or for a group of facilities of similar mission. The Chair and members of the Committee are appointed by the UNOLS Chair, from nominations made by the Committee, and in consultation with the UNOLS Council. Members serve for terms of three years on a rotating basis, for no more than two consecutive terms. Each institution operating a

National Oceanographic Facility may designate an ex-officio member in addition to those members appointed by UNOLS.

5. Operational scheduling of the facility is the function of the operating institution. The time frame for scheduling generally is in accordance with Annex I of the UNOLS Charter.

6. Information and announcements advertising the availability of a National Oceanographic Facility are a joint function of the operating institution and the UNOLS Office.

7. Receipt, acknowledgment, collating and structuring of requests for facility use will be the function of the operating institution in consultation with the UNOLS Office.

8. An annual report on the use of each National Oceanographic Facility is prepared by the appropriate institution in cooperation with the Advisory Committee and the UNOLS Office.

9. Requests for funding the operation of the facility are the responsibility of the operating institution.

10. If a National Oceanographic Facility ceases to meet the criteria above, especially with respect to being specialized or unique, recommendation may be made by the UNOLS Council to the funding agencies that such designation be discontinued.

11. The name of the Advisory Committee for National Deep Submergence Facilities is the DEep Submergence Science Committee (DESSC) and its Chair serves as an ex-officio member of the UNOLS council.

Approved and adopted: May 5, 1972, College Station, TX

Readopted: May 17, 1974, Washington, DC

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ANNEX III

TO THE CHARTER

Research Vessel Operators' Committee

1. The Research Vessel Operators' Committee (RVOC), having been established and operative since 1962, and having interests and goals in common with UNOLS, is, by mutual consent of both organizations, made part of the University-National Oceanographic System. The RVOC functions as a UNOLS Committee.
2. The purpose of the Research Vessel Operators' Committee is to promote cooperation among the marine science research and educational institutions and to represent their interests in the areas of marine operations, governmental regulations, labor relations and public relations as these areas affect their research fleets.
3. The Research Vessel Operator's Committee elects its own officers. The Chair and Vice Chair of the RVOC are elected from among marine superintendents (or equivalent) at UNOLS operator institutions. The RVOC Chair is appointed by the UNOLS Chair as an ex-officio member of the UNOLS Council.
4. Membership in the RVOC is based on representation from UNOLS Operator institutions. Membership is also open to all UNOLS institutions or non-UNOLS institutions that operate research vessels for purposes similar to UNOLS', and in accordance with RVOC bylaws. Each UNOLS Operator institution shall designate a representative to RVOC. Institutions other than operators may designate representatives in accordance with RVOC bylaws.
5. The Research Vessel Operators' Committee shall enact its own bylaws.
6. The Research Vessel Operators' Committee shall prepare a report of its activities for the annual UNOLS meeting.

Approved and adopted: May 16, 1974, Washington, DC

Readopted: May 13, 1977, Washington, DC

Readopted: Oct 21, 1981, Washington, DC

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TO THE CHARTER

Fleet Improvement Committee

1. INTRODUCTION.

One UNOLS objective is to assess the match between facilities to support academic oceanographic research and the oceanographic research program needs, and then to make recommendations for replacing, modifying or improving the number and mix of facilities. It has long been recognized that maintenance of a fleet of modern, capable research vessels is essential to the outstanding success of the U.S. program in academic oceanographic research. A Fleet Improvement Committee (FIC) is established to address this UNOLS objective.

2. PURPOSE.

The Fleet Improvement Committee works to assure the continuing excellence of the UNOLS fleet, to improve the capability and effectiveness of individual ships and to assure that the number, mix and overall capability of ships in the UNOLS fleet match the science requirements of academic oceanography in the U.S. To this purpose, the Committee maintains the currency of a dynamic UNOLS Fleet Improvement Plan. The plan, updated periodically, includes:

- Assessment of the number and mix of ship capabilities needed in the UNOLS fleet,
- Development of science mission requirements for all size/capability-classes of research ships,
- Definition of roles and the need for innovative research platforms,
- Consideration of means for acquiring the needed vessels, including new construction, modification to existing UNOLS ships, conversions, private acquisition and leasing,
- Development of conceptual or preliminary plans for ships to fill the needs identified, and
- Development of a schedule for improvement and replacement of vessels so as to assure continuing fleet excellence.

The Fleet Improvement Committee will serve as a liaison and planning activity as well as an information source for federal agency representatives concerning long range planning, and funding for design, construction or renovation of vessels for the UNOLS fleet.

3. ORGANIZATION.

The Chair and seven additional members of the Fleet Improvement Committee are appointed by the UNOLS Chair with recommendations from the UNOLS Council or from representatives of UNOLS institutions. Those appointed should be experienced in ship operations or in shipboard science activities, and from institutions which are either operators or users of UNOLS research vessels. At least three members will be from UNOLS operator institutions, at least three members will be from institutions or organizations other than operators, and two members may be from any UNOLS institution. The FIC Chair is, ex-officio, a member of the UNOLS Council. Terms for all members are three years, for no more than two consecutive terms.

Demands on the Fleet Improvement Committee may be intense, and the development of ship plans may require significant financial management. With the approval of the UNOLS

Chair and UNOLS Council, the FIC may arrange for staff and financial support for their activities. Proposals and grants for such support may be through the UNOLS Office or a UNOLS institution, as appropriate.

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ANNEX V

TO THE CHARTER

Research Vessel Technical Enhancement Committee

A. PURPOSE

1. The purpose of the Research Vessel Technical Enhancement Committee (RVTEC) shall be to promote the scientific productivity of research programs that make use of research vessels and oceanographic facilities and to foster activities that will lead to enhanced technical support for sea-going scientific programs.

B. MEMBERSHIP

1. Membership in the RVTEC shall be extended to UNOLS member institutions.
2. Participation shall be open to technical and scientific personnel at UNOLS and non-UNOLS organizations.

C. REPRESENTATION

1. Each institutional UNOLS representative may designate a representative to RVTEC.
2. RVTEC will meet at least once per year.
3. The place and time of the next RVTEC annual meeting will be designated at the close of the previous RVTEC meeting.
4. Each member institution shall be notified of the next annual meeting by the Vice Chair of the Committee at least 90 days prior to the next annual meeting.
5. Each UNOLS member institution shall be entitled to one vote on matters at RVTEC meetings. However, matters may be submitted for vote by the Chair at other times. These matters will be voted on by mail or electronic mail, and votes will be collected for a period of two weeks.
6. A simple majority of all UNOLS operator institutions must be represented to establish a quorum.

D. OFFICERS

1. The Research Vessel Technical Enhancement Committee shall have a Chair and a Vice Chair. The Chair and Vice Chair will be elected by majority vote at the Annual Meeting and subject to confirmation by the UNOLS Chair. Their terms of office shall be two years. The Chair and Vice Chair shall be elected in alternate years and shall serve no more than two consecutive terms.

2. The Chair shall represent the Committee in all matters stipulated in the purpose of these bylaws and in all matters deemed necessary in the interest of the Committee. The Chair shall implement the programs enumerated by the Committee and shall conduct the Annual Meeting and whatever special meetings are deemed necessary by the Chair or the members.

3. The Vice Chair, who shall function as Chair in the absence of the Chair, shall be responsible for recording the business of the Committee and for dissemination of information through a newsletter or other media as stipulated in these bylaws to all members of the Committee.

4. If the Chair or Vice Chair are unable to fulfill their duties of office, the Chair shall appoint a successor to act with authority until the succeeding Annual Meeting.

E. WORKING GROUPS AND PANELS

1. Upon the recommendation of the Chair, and with a majority vote of the Committee, various working groups and panels, as necessary to the work of the Committee, may be constituted. The duration of action of such working groups and panels shall be stipulated at the time of inception.

F. MEETINGS

1. A general meeting of the Committee shall be held at least once yearly. The Chair shall preside over this Annual Meeting. The business of this meeting shall encompass reports of any active working groups and panels, and discussions of project and actions of the Committee. Research scientists and others from the marine community may also be included on the agenda. Workshops for projects of general concern are encouraged.

2. Passage of projects and actions shall be by vote, in accordance with the voting procedures set forth in Section C, REPRESENTATION, paragraph 5.

3. The various working groups and panels shall each meet at least once yearly.

G. FINANCES

1. UNOLS will provide limited funding for the Committee to include the following:

a. Travel expenses for the Chair and Vice Chair for meetings once a year;

b. Travel expenses for the Chair to attend UNOLS meetings;

c. Meeting facilities, when required;

d. Travel and meeting expenses for panels, workshops, or the Annual Meeting when appropriate.

Approved and adopted on 18 October 1992 at the RVTEC Organizational Meeting in Washington, DC.

Amended and Readopted: Sep 19, 1996, Arlington, VA

ANNEX VI

TO THE CHARTER

Arctic Icebreaker Coordinating Committee

1. INTRODUCTION

The U.S. Coast Guard, NSF and UNOLS have agreed to establish a UNOLS Committee that will address research support for U.S. academic science investigators carrying out Arctic research aboard U.S. Coast Guard icebreakers. Particular concerns of this Committee are the USCG icebreakers POLAR SEA, POLAR STAR and HEALY. It is envisioned that these vessels will represent the major focus of the Committee.

The Arctic Icebreaker Coordinating Committee shall operate pursuant to appointment by UNOLS and in accordance with the UNOLS Charter. This annex will be incorporated as Annex VI to the Charter.

2. PURPOSE

The purpose of the AICC is to provide polar science projects with planning and scheduling assistance, facilitate communications between scientists, science funders and facility providers. It is to provide oversight and advice to the U.S. Coast Guard for the purpose of enhancing facilities and science aboard their icebreaker fleet. Incumbent in this is fulfilling an ombudsman role for the arctic science community, insuring efficient and effective utilization of U.S. icebreakers. It is also the responsibility of the AICC to promote new technology for arctic assets and to maintain cutting edge capability for these facilities.

The Charter is intended to promote the best utilization of arctic facilities, provide sufficient lead time for planning purposes, and provide incentives for the scientific community to organize the needed critical mass of research projects. The AICC will work with the user community, Federal sponsors and the operators of other polar facilities to encourage expeditions using U.S. Coast Guard icebreakers in a phased manner that meets the needs of a wide spectrum of arctic scientists. Additionally, the AICC will encourage the advancement of cooperative international programs for the enhancement of multidisciplinary arctic science throughout the academic community.

3. MEMBERSHIP

The Committee will include eight polar scientists with diverse disciplines serving three year-terms (except for the make up of the original committee whose term will be staggered with two two-year members, three three-year members and three four-year members). Individuals may not serve more than two consecutive terms. Representatives from the USCG, NSF, ONR, NOAA and the Arctic Research Commission will be expected to participate in the committee's meetings and activities. The Chair of this Committee will be an ex-officio member of the UNOLS Council and will keep the Council and the UNOLS membership informed of its activities.

4. SPECIFIC TASKS FOR THE AICC

Specific tasks of the Committee will be:

Provide construction oversight for HEALY's scientific spaces and outfitting.

Provide coordination for icebreaker scientific program scheduling. Participate in initiating and planning arctic science projects. Facilitate liaison between scientists and science funding agencies to support icebreaker utilization. The AICC will fulfill an ombudsman role for the arctic science community. Respond to requirements relating to the scientific mission for HEALY. Critique science operations for all USCG icebreakers. Provide advice on science equipment needs. Provide advice on technical support. Provide advice concerning international cooperation of scientific programs and facilities in the Arctic.

5. MEETINGS

The AICC will meet no less than twice annually to discuss issues within its charge. Funding for these meetings will be administered similar to that of other UNOLS standing committees.

6. COORDINATION

The AICC will include the UNOLS Fleet Improvement Committee, the UNOLS Research Technical Enhancement Committee and the UNOLS Research Vessel Operators' Committee on issues appropriate to these committees.

Originally adopted: Sep 20, 1996, Arlington, VA

Revised and adopted: Feb 8, 1999, Narragansett, RI