

MBD-101: Member Board Charter – September 24, 2008

Charter Statement

The mission of the Member Board is to provide regional representation of the membership on the Board of Directors. This mission meets the needs of the INCOSE to maintain a close contact with the membership and create a community of enfranchised individuals. To this end the Member Board can be defined as the “voice of the member” within the INCOSE.

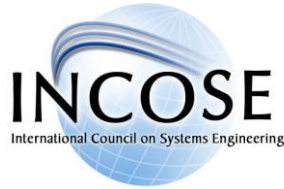
Objective

This policy sets the charter for the Member Board. This board exists to guide the INCOSE to act according to the needs, interests and priorities of the membership and the chapters. The stakeholders are defined as the past, current, and potential members of the INCOSE and its current and future chapters. This will include affiliations with other organizations in the council.

Responsibilities

The responsibilities of the Member Board shall include, but not be limited to, the following activities:

1. On a periodic basis collect, analyze and maintain information about the needs, interests and priorities of the membership (current, past and potential).
2. As the repository within the INCOSE with knowledge of the membership and chapters point-of-view, review and comment on initiatives of the Board of Directors,
3. Review and comment on recommended initiatives of the CAB and Technical Operations.
4. Formulate initiatives that meet the needs of the members and chapters. These shall be coordinated with and commented on by the CAB and Technical Operations.
5. Formulate initiatives that have been coordinated with the CAB and Technical Operations. These initiatives shall be presented to the Board of Directors.
6. On a periodic basis review and offer recommendations for restructuring the regional definitions to more closely align with the current demographics of the membership.
7. The Member Board shall be consulted in all initiatives that involve communications with the membership and chapters, such as questionnaires and surveys.
8. Participate in recommending candidates to the nominations and elections committee.



9. Collect, prioritize and identify appropriate actions that address issues received from INCOSE members and chapters. In formulating consensus recommendations, special attention will be given to minority positions.
10. Track the status of initiatives of the Board of Directors to ensure that member-related and chapter-related activities are addressed in a timely manner. Members of the Member Board are accountable to their constituency for reporting the status of Board of Directors activities.
11. Member Board Representatives elected within a geographic region shall maintain regular contact with the members of their region via interactions with the chapters and facilitate inter-chapter communications and collaborations.
12. The Member Board will hold meetings with chapter leadership in conjunction with the International Workshop and International Symposium in order to foster communication between and integration across the Chapters.
13. Identify opportunities for the formation of new chapters and assist in the communications and guidance for emerging chapters.
14. Member Board Representatives shall keep updated on the mission and strategic goals of the INCOSE and devise member-related and chapter-related initiatives that support these objectives.
15. Maintain strong collaborative links with the administrative committees and offer suggestions appropriate to their respective charters. Where appropriate, members of the Member Board shall participate in the work of administrative committees in the area of policy and procedure definition.
16. Focus on initiatives related to the retention of current members and the identification of potential membership populations.
17. Ideas from the members will be fostered by the member board and connected with INCOSE resources in order to be realized. These may be accompanied by trade analyses and financial justifications as appropriate.

SUPERCEDES: October 8, 2005

APPROVED BY: INCOSE Board of Directors, Yokohama, Japan; 24 Sept 2008

MAINTAINED BY: Member Board Chair