



## **Procedures and Criteria for appointment of ICSU Committees**

### **Procedures**

Standard procedures are followed in so far as this is feasible but it should be recognized that there are situations when for a variety of reasons, and in particular because of timing, some flexibility in processes is necessary.

#### **1. Policy Committees (CSPR, PCDC, CF)**

##### **For CSPR and PCDC:**

~50% of membership, including Chairperson in the case of the CSPR, renewed every 3 years and maximum tenure on committee is normally 6 years. The outgoing CSPR Chair/PCDC Chair and Secretariat advise the EB as to which members should be rotated off, on the basis of tenure and performance. The CSPR membership is appointed at the first EB meeting following the General Assembly

1. All Members and IB's are invited to submit nominations on the standard template. A minimum period of one month is allowed for this.
2. Nominations are considered by the Executive Board, which decides on the members to be invited. The Executive Board can also introduce their own suggestions (Ideally this is done prior to the meeting at which the committee is appointed and using the standard template, however because of timing issues this is impractical, re CSPR).
3. Where there are gaps or invited nominees decline, then the CSPR or PCDC and EB chairpersons (alt. Executive Director) are entrusted with approving the final membership. Replacements may be selected from the original list of nominees or identified *de novo*.

##### **CF:**

CF is now a sub-committee of the Executive Board, with members appointed by the Board at the first meeting following a General Assembly.

## **2. Regional Committees**

Tenure of members is for 3 years, renewable once. Initially members are appointed for a 2- or 3-years period to allow for a staggered rotation.

1. All National Members in the region are invited to submit nominations using the standard template.
2. Nominations are considered by the Executive Board, which decides on the final committee membership.
3. The Committees elects its own Chair.

## **3. *Ad hoc* Review, Assessment, Scoping or Planning Committees**

There are a number of Committees appointed either by the CSPR or the Executive Board for specific time-limited tasks.

1. All (or in some cases a targeted selection of) Members and IB's are invited to submit nominations on the standard template. A minimum period of one month is allowed for responses;
2. Nominations are considered by the CSPR or Executive Board, which decides on the individuals to be invited. EB or CSPR members can also introduce their own suggestions (ideally after circulation of nominations but prior to the actual meeting at which the committee is appointed and also using the standard template)
3. Where necessary, appropriate members of the CSPR or Executive Board or the Executive Director are identified to serve on the committee.
4. Where there are gaps or invited nominees decline, then the CSPR or EB chairpersons are entrusted with approving the final membership. Replacements may be selected from the original list of nominees or identified *de novo*.

## **4. Committees associated with Interdisciplinary Bodies**

There are several Interdisciplinary Bodies and Joint Initiatives for which ICSU has some responsibility for appointing the Scientific Advisory Committees (*eg* GEC programmes, WDC Panel or GOS) or Board Members (*eg* INASP). The precise responsibilities of ICSU are defined in the statutes and/or MoUs governing these structures. [With regard to environment-related bodies, it should be noted that the CSPR has taken over the responsibilities of the previous Advisory Committee on the Environment (ACE)]

1. Nominations, on the standard template, are solicited from the IB of concern. In some instances, it may be appropriate to invite other ICSU Bodies or

Members to nominate additional individuals. As necessary, relevant co-sponsors also submit nominations.

2. For those Committees previously within the remit of ACE, nominations are considered by the CSPR, which makes recommendations to the EB on the individuals to be invited. CSPR members can also submit their own nominations (ideally prior to the meeting at which the item is considered).
3. On the basis of the CSPR recommendations, the EB agrees on the final appointments. When cosponsors are involved in the appointment of the Committees, the Executive Director is charged with developing a common slate, which is then approved by the EB.

## **5. ICSU Representation on various other Committees or Bodies**

ICSU is frequently solicited to co-sponsor events or other activities, which involve some level of representation and input. [NB. ICSU does not sponsor events that are not relevant to its mission and strategic priorities nor does it normally co-sponsor activities that it cannot influence.]

1. Depending on the strategic relevance, nature and timing of the activity, relevant ICSU Members or Interdisciplinary Bodies are consulted as to the appropriateness of ICSU involvement
2. Depending on the strategic relevance, nature and timing of the activity, the CSPR is asked for advice on ICSU's potential role.
3. The final decision on co-sponsorship of events or other activities is normally taken by the Executive Board or in urgent situations by the Officers. At this point the exact nature of ICSU involvement and representation is agreed.

### **Generic Selection Criteria for ICSU Committees**

Appointments to ICSU bodies are normally made *ad hominem* and members are not expected to formally represent individual Unions, Interdisciplinary Bodies or National Members, irrespective of how they were originally nominated.

A number of factors always have to be taken into account when selecting individuals to serve on ICSU committees:

1. Individual expertise and aptness for the task in hand. This often, but not always, equates to scientific excellence.
2. Geographical balance, in particular the balance between developed and developing world, with a focus on regions rather than countries.
3. Gender balance.

There are also a number of secondary criteria that can have more or less importance depending on the task in hand:

4. Disciplinary balance, taking into account that many individuals themselves come from multidisciplinary backgrounds
5. Experience with national and/or international policy and decision-making processes.
6. Familiarity with ICSU and its structures – it is often appropriate to have a balance between ‘old hands’ and ‘new blood’.
7. Vision and open-mindedness, including ability to work in committee. This is very important but not always apparent *a priori*. It should also be noted in this context that fluency in English is essential.
8. Age – a balance between ‘wise old hands’ and ‘fresh new blood’ is often most appropriate.