

AAAS Science and Human Rights Coalition

Policies and Procedures

Council Meetings

Rules of Procedure: Meetings of the Council will be conducted in accordance with Robert's Rules of Order Newly Revised.

Executive Session: The Council will enter Executive Session only when matters of particular sensitivity are involved. These may include, but are not limited to, matters of personnel. When the Council agrees to enter Executive Session, all Observers will be requested to leave the meeting.

Publications and Statements

Scope:

These guidelines apply to informational materials (including but not limited to reports, teaching modules, primers, brochures, presentation materials (e.g., PowerPoint slides), spreadsheets, databases, and related products) as well as statements issued by the Coalition.

Individual publications:

Individual Coalition members are free, and encouraged, to publish scholarly works addressing science and human rights. Such publications will not include formal or legal attribution of the AAAS Science and Human Rights Program, or the Coalition.

Coalition publications:

Attribution: Any informational material developed by project teams or committees of the Coalition which will be available or distributed to the public, will be attributed to the AAAS Science and Human Rights Coalition and, if appropriate, to the project team or committee responsible for its development. Members of a project team or committee can be listed in Acknowledgments.

Approval process: Any information materials to be distributed in the name of the Coalition must first be approved, in order, by the relevant project team and then the Steering Committee. Finally, an appropriate AAAS representative, such as the Coalition Coordinator, must approve formal or legal attribution.

Checklist for publication of Coalition materials:

- Submit materials to the project team members for review within the team.

- Submit final draft to the Steering Committee for peer review. The Steering Committee will review the materials immediately upon receipt and issue recommendations for revision or publication (if no revisions suggested).
- The Steering Committee will seek final approval for publication by the AAAS representative (e.g., the Coalition Coordinator).
- Products approved for public distribution will reside online in an archive and will be made available via a link from the Coalition website.

Statements: In 2019, the Coalition Council approved a new policy that enables the Coalition to adopt public statements. Below is the revised policy:

- A. For a policy statement, letter or other written public communication regarding U.S. or international policy (excluding Coalition publications) (“public statement”) to be issued in the name of the Coalition, it should further the mission and goals of the Coalition as articulated in the Foundational Documents. Specifically, it should concern one or more of the following:
 1. the human rights of an individual or community, or a general issue of human rights concern to which the knowledge of the Coalition’s multiple disciplines could be usefully brought;
 2. the practice and/or application of science, technology, engineering and/or health as it impacts human rights;
 3. a violation or violations of human rights of scientists, engineers and/or health professionals;
 4. the right to enjoy the benefits of scientific progress and its applications, as defined in the work of the Coalition.
- B. On exceptional occasions, a matter of significant moral gravity may arise that does not fit within one of the four categories described above, but which concerns human rights and on which the Coalition determines it is the social responsibility of the network to make a statement.
- C. A statement issued in the name of the Coalition may be drafted by any member organization or organizations of the Coalition, in consultation with the Secretariat. The Secretariat will provide the draft statement to the Coalition Council for review, with the time for input dependent on the urgency of the issue being addressed and any specific deadlines for input that need to be met. At the same time, the Secretariat will also share a draft of the statement with the Coalition Steering Committee for input on the same deadline as the Council.
- D. At the same time as seeking input from the Coalition Council and Steering Committee, the Secretariat will share the draft statement with the AAAS executive leadership. A statement that is not agreed to by the AAAS executive leadership cannot be issued in the name of the Coalition.
- E. The Secretariat will be responsible for incorporating into the draft statement any input received. The Secretariat will disseminate the final statement to the Executive Directors of member organizations inviting their sign-on to the statement. The names of

organizations that agree to sign-on to the statement will be listed in the statement. Only statements that are signed-on to by over 67% of member organizations will be adopted as Coalition statements (with the exception of the circumstances described in B above which require unanimous approval among all member organizations).

F. All statements will include the following language: *The AAAS Science and Human Rights Coalition is a network of scientific, engineering and health societies, academies, and other formal networks of scientists, engineers and health professionals. The Coalition is devoted to facilitating communication and partnerships on human rights within and across scientific communities, and between these and human rights communities. The Coalition strives to improve human rights practitioners' access to scientific and technological information and knowledge and to engage scientists, engineers and health professionals in human rights issues, particularly those issues that involve scientists and engineers and the conduct of science. The Coalition's work is grounded in the principles and laws set forth in the International Bill of Human Rights and all other relevant international human rights treaties and norms. The views expressed in this statement do not necessarily reflect the views of all members of the AAAS Science and Human Rights Coalition.*

G. The Coalition Secretariat and member organizations that sign-on to a statement will coordinate communication and outreach about the statement once it is made public.

Tenure, Selection and Transition Processes

<h3 style="margin: 0;">Steering Committee</h3>
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Term Length and Limits:

Term Length	Members: 3 years, staggered Chair: 2 years
Term Limits	2 consecutive terms followed by mandatory 1-year absence

Composition and Selection:

Number	9 members plus 1 staff member
Composition	Coordinator SRHRL staff member (1) Council Members (4) “Members-at-Large” (3) Human rights community representatives (2)
Selection	Council members nominated and elected by Council member organization representatives At-large membership nominated by member and affiliate organization representatives from among member and affiliated organization representatives and affiliated individuals, selected by Steering Committee Human rights community representatives selected by the Steering Committee and approved by the Council
Approval	Approved by the Council

Terms:

Official terms begin and end at the conclusion of the annual AAAS Science, Technology and Human Rights Conference.

Mid-term Resignations:

In the event a Steering Committee member resigns mid-term, an interim member may be appointed in accordance with the Composition and Selection rules (above). This successor will serve the remainder of the original term, requiring Council approval *if* the term endures past the next Council meeting.

Mid-term Appointments:

In the event a member association appoints their representatives at times that do not coincide with Steering Committee appointments, the ex-officio member will be allowed to serve until the next Council meeting.