

Campus Research Computing Consortium (CaRCC)

Consortium Charter & Procedures

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Preamble

The purpose of this document is to codify the structure, activities, and governance of the Campus Research Computing Consortium (“CaRCC”, <https://carcc.org>). The Charter is intended to be a living document that will evolve as the consortium grows, matures, and works to be sustainable.

Vision, Purpose, and Background of CaRCC

Vision: CaRCC advances the frontiers of research by improving the effectiveness of research computing and data (RCD) professionals, including their career development and visibility, and their ability to deliver services and resources for researchers. CaRCC connects RCD professionals and organizations around common objectives to increase knowledge sharing and enable continuous innovation in research computing and data capabilities.

Mission: CaRCC communities, working groups, and our collaborating partners advance innovation and sustainability of RCD at academic, government, and non-profit institutions. CaRCC communities connect professionals across RCD roles and organizations, including those who design and operate systems, those who work with software and data, and those who engage directly with researchers. CaRCC working groups explore and develop effective strategies and leading practices, and develop products that empower researchers and those who support them across organizations, and at regional, national, and international scales.

Purpose: The need for RCD capabilities, services, and professionals (sometimes referred to as “cyberinfrastructure”) is ubiquitous, with application across many research domains and institutions. Furthermore, necessary RCD capabilities have significantly expanded beyond traditional research computing models (e.g. high-performance computing) and also to a much broader set of research domains. RCD is present, or emerging, on all campuses and at other organizations that support research and researchers. Many are struggling to sustain and grow their RCD services and professional staff with varying, yet specialized, expertise. RCD is evolving into a profession: notably, one that requires distinct institutional structures, professional roles, training programs, and other forms of professional support. CaRCC, together with the CaRCC communities, provides the means to address the gaps, friction points, and barriers in order to advance both the RCD and research communities.

CaRCC Principles - Inclusive, transparent, trustworthy, collaborative, consensus driven

The general philosophy of CaRCC is to be inclusive and transparent with a rough consensus¹ model of governance. The Chairs Leadership Team (defined below) provides governance for organization-wide issues. However, within a given Working, Interest, or Operations Group (defined below), the respective Chairs have authority for governance over their own activities. The Chairs Leadership Team may provide oversight and serve to help coordinate activities, communicate, and boundary-span among the various Groups. This is also true of the various People Network Tracks, where Track Coordinators have local authority and autonomy for governance of their activities (generally in consensus with the People Network Coordinators).

¹ **Rough Consensus** was first used by the Internet Engineering Task Force (IETF) in describing its procedures for working groups. It is a method of clarifying issues without having to vote or reach a complete real consensus. The term is used in **consensus decision-making** to indicate the “sense of the group” or the “dominant view” of a group concerning a particular matter under consideration, as determined by the group’s chair. We endorse the principle that it is more important to consider and discuss objections than to resolve every disagreement, and we adopt the practice that rough consensus is reached when members generally agree and no-one states that they cannot live with a proposed decision or resolution.

CaRCC Activities

The Campus Research Computing Consortium (CaRCC, <https://carcc.org>) is a primarily-volunteer organization that advocates for and supports RCD professionals. Its activities center around a “People Network” that enables engagement among community-members; various Working, Interest, and Operations Groups; and focused planning workshops, all of which leverage shared logistical support (see [Logistics Group](#)). CaRCC regularly collaborates with partner organizations in the RCD community to advance common values and goals with shared credit and ownership among partners. CaRCC's Activities include:

- **The People Network** - The People Network is an online community providing engagement opportunities structured to foster, build, and grow connections among RCD professionals and contribute to their individual professional development. Akin to a virtual and ongoing conference, the People Network includes synchronous and asynchronous opportunities to leverage collective and individual expertise, with focused discussion “Tracks” reflective of professional “facings.” Each Track, and the Network as a whole, is directed by its members, guided by two Coordinators per Track, with overall coordination and leadership provided by two People Network Coordinators. These Track and Network Coordinators are selected by procedures implemented within the People Network and within each Track. Current Tracks are listed [here](#). People Network Coordinators and Track Coordinators are expected to serve on the Chairs Leadership Team.
- **Working Groups** - The Working Groups gather together interested people to accomplish a specific goal and/or to produce one or more deliverables. A Working Group has a charter that outlines these activities (e.g., produce a report, create a tool, organize a workshop) with a clear timeline. Each Working Group is coordinated by two Co-Chairs and has [defined expectations](#). Working Group Co-Chairs are expected to serve on the Chairs Leadership Team.
- **Interest Groups** - The Interest Groups gather together people who are interested in pursuing work that may lead to a Working Group or, potentially, a People Network track. An Interest Group is a forum for the exchange of ideas and has fewer requirements than a Working Group. Each Interest Group is coordinated by two Co-Chairs and has [defined expectations](#). Interest Group Co-Chairs may be invited to the Chairs Leadership Team meetings to provide input, but they will not have a role in determinations of rough consensus.
- **Operations Groups** - Operations Groups gather together people for ongoing, sustaining activities that support the work of CaRCC broadly. These are generally convened by the CaRCC Leadership Team rather than proposed by members. An example is the **Logistics Group**, which is a group of volunteers that provides logistical support for CaRCC activities, such as maintaining the CaRCC.org web pages, supporting the Google Suite infrastructure and facilitating coordination among CaRCC activities. As such, the Logistics Group includes individuals with roles in other CaRCC activities. The Logistics Operations Group also assesses the “good standing” status of Groups (as described in the [expectations document](#)) quarterly and as needed will ask for review by the Chairs Leadership Team. Each Operations Group is coordinated by two Co-Chairs and has defined expectations. Operations Group Co-Chairs are expected to serve on the Chairs Leadership Team.

It is our expectation that all Chairs and Coordinators will be productive in supporting their collective activities, be boundary-spanners and trustworthy collaborators, and act with diversity, equity, inclusivity, and transparency in mind. If there are serious issues with any of the CaRCC activities, any member can direct a complaint to the Chairs Leadership Team for review. Violations of the [Code of Conduct](#) are grounds for rebuke, censure, and/or removal at the discretion of the Chairs Leadership Team.

CaRCC Leadership and Governance

Given the above activities, there are various individuals that help CaRCC function effectively, and each has a voice in CaRCC decisions and responsibility for governance within their group. These groups presently include:

- **CaRCC Chair** - The CaRCC Chair is the executive leader and spokesperson for CaRCC. The Chair leads and coordinates CaRCC activities as chair of the Chairs Leadership Team as a member of the Logistics Group and in coordination with the PIs of CaRCC Grant Awards. The Chair serves as the face of CaRCC, will often speak on behalf of CaRCC at community events (conferences, workshops, meetings, etc.), and can sign letters of collaboration or support on behalf of CaRCC. The Chairs Leadership Team will review and update the process for nominating and choosing the CaRCC Chair, for term limits, etc. Until the Chairs Leadership Team resolves the process around selecting the Chair, the current CaRCC Chair is serving in an acting capacity and can be replaced by rough consensus of the Chairs Leadership Team.
- **Chairs Leadership Team** - This group shall include the CaRCC Chair; all Chairs of Operations Groups; all Chairs of Working Groups and Interest Groups in good standing; the People Network Coordinators and People Network Track Coordinators. The Chairs Leadership Team may also invite others to attend the meetings (as non-voting members), including, for example, the PIs of grants that fund CaRCC activities.

An important responsibility of the Chairs Leadership Team is to review and respond to proposals for new Working Groups, Interest Groups, or Operations Groups; the [Roles, Expectations, and Guidance document](#) describes the proposal process). When a new proposal is received, the Chairs Leadership Team will review the proposal and respond within two months. If the Chairs Leadership Team reaches rough consensus that the proposed group aligns with the goals of CaRCC and would benefit the community, the Logistics Group will communicate this to the proposers, and support them in setting up the group. If consensus to approve is not reached, the proposal will be rejected and the proposers will be informed, possibly with a request to revise and resubmit. The Chairs Leadership Team will also review and respond to proposed group charters, requests to recharter, and related key documents.

All decisions requiring rough consensus shall be announced by a Chairs Leadership Team member, including all materials necessary for consideration, on the chairs@carcc.org mailing list three business days (weekdays excluding U.S. federal holidays) before the formal assessment of rough consensus is made. Chairs Leadership Team members may either express their position in a Chairs meeting or by emailing the Chairs group (using the chairs@carcc.org mailing list). Any Chairs Leadership Team member not expressing a “cannot live with” objection to a proposed decision shall be assumed to support it. If further time is desired by any Chairs Leadership Team member, they may request verbally or via email (sent prior to the Chairs meeting) to activate an additional window of seven calendar days during which a Chairs Leadership Team member may express ‘cannot live with’ input to the (most recent) Chairs call leader, before any action is taken.

- **CaRCC Advisory Committee** - CaRCC will have an Advisory Committee constituting a broader community of visionaries and volunteers in the RCD community that advises the CaRCC Chairs Leadership Team.
- **PIs of grant awards supporting CaRCC** - The Principal Investigators (PIs) and co-PIs of grant awards supporting CaRCC (e.g. NSF#1620695) will be invited to serve on the CaRCC Advisory Committee. Consistent with the requirements of their grants, PIs are expected to consult with the Chairs Leadership Team concerning expenditures of their grant funds for CaRCC activities.