

# Planetary Crater Consortium

## 4th Draft Charter - April 2014

**Preamble and Purpose:** The Planetary Crater Consortium (PCC) provides a forum for the discussion of studies of the morphology, occurrence, effects, and implications of impact craters on all planetary bodies. Such discussions are not limited to the annual meeting of the PCC, but they can be in workshops, conferences, and subgroup meetings sponsored by or affiliated with the PCC. Discussion topics typically include, but are not limited to: findings that provide insight into processes involved in impact crater formation, physical characteristics of the impacted targets, the geologic evolution and history of the surface on which the craters reside, and the history of the impact crater flux.

**Participation and Meetings:** Participation in the PCC is open to anyone interested in the study of impact crater morphology and morphometry and their populations on planetary bodies. The PCC is led by a chair, with the guidance of the PCC Executive Council composed of three additional at-large members. The PCC meeting is held annually, in Flagstaff at the U. S. Geological Survey or Northern Arizona University, or in a different location to be hosted by any PCC participant, as approved at the prior meeting by voice vote, or as some special circumstance occurs, such as a PCC sponsored workshop, that requires the meeting be held elsewhere for that year. The precise dates of the following year's meeting will be voted on participants present at the end of each annual PCC meeting.

**PCC Chair:** The PCC chair is elected every 3 years by participants present at the annual PCC meeting. This 3-year term starts at the end of the annual meeting where elections are held (starting in 2015) and extends to the end of the annual meeting 3 years later (i.e., 2015-2018, 2018-2021, etc.). The PCC chair also can be a candidate for reelection. The PCC chair chairs the Executive Council and is responsible for organization and implementation of the annual PCC meeting. The chair is responsible for establishing the agenda for the annual PCC meeting with the assistance of the Executive Council. The PCC chair is responsible for posting the PCC annual meeting date and other related information on the appropriate community websites that list planetary meeting dates. The PCC chair is also responsible for ensuring that the PCC website is maintained, and that annual PCC meeting abstracts are posted on that site.

**PCC Executive Council:** The PCC Executive Council is responsible for providing general guidance on issues involving 1) the annual PCC meeting, 2) possible topical workshops and conferences, and 3) ways to ensure that PCC remains a dynamic, scientifically relevant group. Executive Council members have terms of 3 years, with terms staggered so that one new member is elected every year at the annual meeting.

**Voting:** For both the PCC Chair and Executive Council, only individuals attending the meeting when elections are held will be eligible for election to a position open at that time. In addition, only individuals attending the meeting where elections are held will be allowed to vote in those elections.

**PCC Subgroups:** In special cases when specific topics are of sufficient and high interest, and whose discussion would dominate the agenda at the annual meeting, the PCC may establish a subgroup(s) that focuses on these topics. This will be done by submission to the Executive Council a one-page or less proposal for establishment of the subgroup that outlines its proposed purpose, scope, functions, expected duration, and other relevant information requested by the Council. Submission of such a proposal will be done after its discussion at the annual PCC meeting and a majority vote of the participants at that meeting for the proposal to go forward for Executive Council consideration. This proposal will then be considered and voted on by the Executive Council with a majority required to pass. These focus areas of a subgroup may include any topic within the general scope of the PCC. The subgroups may hold meetings at times and locations agreed by members interested in attending these meetings. Each such subgroup will be chaired by a member elected by the subgroup participants. The responsibilities of the subgroup chair for these subgroup meetings are the same as those of the PCC Chair for the general meeting. The subgroup chair is also responsible for providing an overview at the annual PCC meeting of the activities of the subgroup for that past year and the future plans of that subgroup.

**Special PCC Subcommittees:** In special cases where specific issues are of sufficient and high interest and importance to the interests of PCC (e.g., recommending names for craters, establishing a charter), the PCC Chair may appoint, with the Executive Council's concurrence, a special subcommittee (commonly 2-4 members) to develop a recommended position and actions by PCC regarding those issues. These recommendations will be reported back to the PCC Chair and Executive Council and presented at the annual PCC meeting. The members of these subcommittees will be appointed from the membership of PCC (and in some special cases, other relevant and interested individuals) by the PCC chair. A subcommittee chair will appoint the members of each subcommittee, with the Executive Council's concurrence. The length of time a subcommittee will exist is dependent on the issue and the needs of PCC. These subcommittees will disband after they have achieved their goals (e.g., Charter Subcommittee) or be long-term if their task is open-ended (e.g., Naming Subcommittee). However, the member of these committees will be appointed to 3 years terms and can be reappointed.