

Committee Management

Secretary

Katy Stoddard, Researcher Development Manager (SRS)

Minute Secretary

Shin-Yu Tseng, Researcher Development Coordinator (SRS)

Quorum

50% of voting members

Frequency of meetings

Three times a year, once each term

Reports to OIG | **OIG Td** | **Td** | **20004 Td** | **286 Td** | **JEMC ETArtifact** | **MC** | **1015**