

BYLAWS
OF
SOUTH DAKOTA REACH COMMITTEE
Incorporated 15 July 1986

SECTION I: Name

The name of this organization shall be the South Dakota REACH (Research Excellence: A Critical Hallmark) Committee (hereafter, the “Committee”).

SECTION II: Purpose

The purposes for which the Committee is formed are to serve as a liaison organization between South Dakota institutions of higher education, the National Science Foundation and other federal agencies, private science and/or engineering research organizations, state government and industrial and commercial interests in support of research, to encourage national competitiveness in this regard and for the improvement of technically sophisticated human resources in the state. It shall provide an independent and unbiased coordination of the initiatives of the South Dakota Experimental Program to Stimulate Competitive Research (EPSCoR); seek funding and assess the requirements for improved academic research initiatives supported by the Committee; formulate programs and procedures to stimulate and maintain a sustained, viable research infrastructure in the state of South Dakota emphasizing its impact on economic development; serve as an educational resource for the general populace concerning scientific research and its economic value; seek to achieve competitive research in science, math, engineering, and technology transfer including the encouragement of increased entrance into such fields by the state’s youth; and serve as a catalyst to stimulate the collaboration between the federal government, state government, and industry dedicated to scientific research and infrastructure development within the state. In accomplishing these purposes, the Committee shall:

- (a) Identify specific federal EPSCoR programs and IDeA programs available for support of research proposals from within the state;
- (b) Provide communication and information to South Dakota stakeholders regarding the EPSCoR-like (NIH IDeA) programs;

(c) Make specific recommendations to the research and academic communities regarding areas where scientific research and research infrastructure could be developed for the benefit of the state;

(d) Apply for and manage research grants on behalf of the participating institutions from federal, state and private sources that meet the goals and purposes of EPSCoR;

(e) Develop approaches to economic problems faced by the state of South Dakota and research programs that hold promise for meeting the state's needs or helping to shape its future;

(f) Serve as a focal point and liaison with federal and state agencies that sponsor research infrastructure development programs;

(g) Provide the data necessary to demonstrate that funding academic research, science, and technology are vital to the state's economic development;

(h) Work with the Governor, Board of Regents, and state legislative bodies to develop specific recommendations on research and development and technology transfer issues.

SECTION III: Committee Structure

The Committee shall consist of at least twenty-three (23) members with voting privileges and an ex-officio Executive Director.

The committee shall elect a Chair and a vice-Chair who will each serve a two-year term. Upon early resignation of a Chair, the Committee may fill the position by appointment upon a majority vote.

The Chair shall serve as chairperson at all meetings of the Committee, shall perform such other duties as may be prescribed by the Bylaws or the Committee from time to time, and shall be ex-officio member of all sub-committees.

There shall be three standing sub-committees: the Executive Sub-Committee, the Nominating Sub-Committee and the Advisory Sub-Committee to Promote Diversity.

The Executive Sub-Committee shall consist of the members of the South Dakota Research and Commercialization Council, the REACH Committee Chair and Vice-Chair. The purpose of the sub-committee is to ensure synergy between state research and technology based economic development initiatives and all federal EPSCoR and EPSCoR-like program activities in South Dakota.

The Nominating Sub-Committee shall consist of five (5) members who are representative of the Committee as a whole. Members are appointed by the Committee Chair. They shall serve two-year terms and may be reappointed. The Nominating Sub-Committee shall nominate new

members and nominate Committee officers for consideration at the Winter meeting of the Committee.

The Advisory Sub-Committee to Promote Diversity shall consist of five (5) members who are representative of the Committee as a whole. Members are appointed by the Committee Chair. They shall serve two-year terms and may be reappointed. The purpose of this committee is to meet semi-annually to assist in the recruitment of students and other researchers from under-represented groups and in the design/evaluation of programs that principally target such groups.

At its discretion, the Committee may constitute and appoint other sub-committees from among its members to perform such other duties and functions as deemed appropriate. The creation of a sub-committee requires a specific statement of purpose and the length of its existence. Each member of every sub-committee shall continue to serve in that role at the pleasure of the Committee until replaced, removed or the sub-committee is dissolved. The Committee shall appoint one member of each sub-committee as chairperson. Unless otherwise specifically provided for by the Committee, a majority of the whole sub-committee shall constitute a quorum. An act of a sub-committee requires a majority vote at a meeting where a quorum is present.

SECTION IV: Committee Membership

The Committee shall consist of the following permanent members who have voting rights:

- A. The President and Vice President for Research of South Dakota State University, South Dakota School of Mines & Technology, and the University of South Dakota.
- B. The Executive Director of the South Dakota Board of Regents.
- C. The System Vice-President of Research of the South Dakota Board of Regents.
- D. A member of the South Dakota Board of Regents.
- E. At least one member from each chamber of the South Dakota state legislature.
- F. A representative from each federal research facility currently operating within the state will be invited.
- G. The Director of the South Dakota SBIR Office.
- H. A representative of the South Dakota Governor's Office of Economic Development.

- I. The Executive Director, South Dakota Science and Technology Authority.
- J. The Secretary, South Dakota Department of Education.
- K. The South Dakota representative to the EPSCoR Coalition (if different than the Executive Director).
- L. The members of the Research and Commercialization Council.
- M. Members from the private sector.

At least nine (9) members with voting rights are appointed by the Committee to represent additional groups with a stake in developing the state's research infrastructure. For example, these stakeholders may include the private sector, other members of the Board of Regents, representatives from the state's tribal colleges and other participating colleges and universities, or state government. The majority of these members should be representative of the state's established and developing technology enterprises. The membership should be geographically diverse. These members are appointed by a majority vote of the Committee. They shall serve three-year terms and can be reappointed. Appointments should be staggered to ensure that no more than one-third of these nine appointments will become vacant in any given year. (To accomplish this, current Committee members will be assigned 1, 2, or 3 year terms by lottery at the first REACH Committee meeting in 2002 with additional members appointed at the first subsequent meeting to bring the total to nine.) Legislative representatives shall serve concurrently with their legislative terms in office. In order to remain in good standing, members shall have no more than three consecutive unexcused absences from regularly scheduled Committee meetings. They may be removed, replaced, or reappointed by a majority vote of the Committee. All terms, regardless of length, shall be deemed to begin on June 1st and end on May 30th of the year(s) beginning or ending said term.

Upon a majority vote, ex-officio members may be appointed to the Committee for a purpose and term specified in the nominating motion.

All members shall serve without compensation.

SECTION V: Duties of the Executive Director

An Executive Director will be appointed by the Committee from either South Dakota State University, South Dakota School of Mines & Technology, or the University of South Dakota. The Executive Director is responsible to the Committee and shall serve as an ex-officio member of the Committee with full voting rights. The Executive Director shall perform such other duties as prescribed by the bylaws or the Committee and shall be an ex-officio member of

all sub-committees. The Executive Director will be paid the equivalent of 50% of their institutional salary from the NSF EPSCoR grant to provide release time to serve.

The duties of the Executive Director are to:

- A. Serve as Project Director of the National Science Foundation EPSCoR project
- B. Oversee the REACH office, facilitate grant peer reviews, and inform scientists about funding sources and opportunities
- C. Develop and maintain a public awareness program for basic science and engineering in South Dakota
- D. Promote excellence in science and engineering research and education in South Dakota
- E. Provide encouragement and support for scientists and seek to promote an environment conducive to high productivity
- F. Report to the Committee all office activities, including financial statements, and make recommendation for enhancing the objectives of the Committee

SECTION VI: Meetings

The Committee shall meet at least three times a year. The purpose of these meetings shall be to hear and approve the annual reports of the individual EPSCoR projects and sub-committees and to transact such other business as may come before the Committee. One meeting will be held in the Fall in conjunction with the annual state EPSCoR meeting. One meeting will be held in the Winter where the Committee will elect its officers and new members. One meeting shall be a planning session that sets the Committee agenda/work-plan for the following year and will be held in the Spring. The Chair of the Committee may call additional meetings upon telephone confirmation by three additional members or with a written request endorsed by three other members.

Written notice of each meeting shall be given to the members of the Committee at least ten, but no more than thirty, working days prior to each meeting. The Executive Director's office shall distribute an agenda and other materials as necessary with this notice.

A quorum is required for all official transactions of the Committee or its sub-committees. A majority of the Committee members, excluding ex-officio members, shall constitute a quorum for the transaction of business at any meeting of the Committee, or its sub-committees. A majority vote of a quorum is required for the Committee, or its sub-committees, to approve an action. A meeting at which a quorum is initially present may continue to transact business

notwithstanding the withdrawal of one or more members, provided action subsequently taken is approved by at least a majority of the required quorum for such meeting.

Minutes of each meeting will be taken by staff from the Executive Director's office or their designee. After approval by a majority of the Committee, or its sub-committees, at the next meeting, the minutes will serve as the official record of the Committee's actions.

The most recent issue of Robert's Rules of Order will be followed in conducting Committee and sub-committee meetings.

SECTION VII: Committee Office

The Committee shall maintain its office at the institutional home of the Executive Director or at such other place or places as the Committee shall determine. At a minimum, the offices shall be staffed by the Executive Director, a program administrator, and a secretary. The program administrator and secretary positions shall be supported by incorporation into one or more of the state's EPSCoR grants.

SECTION VIII: Coordination of EPSCoR and IDeA programs

A. Individual EPSCoR Program Project Directors:

a) Appointment:

The Committee shall appoint individuals from either South Dakota State University, South Dakota School of Mines & Technology or the University of South Dakota to serve as the Project Directors for the EPSCoR, or IDeA, research programs of the various federal agencies. Such designations shall be in accord with the regulations of the sponsoring organizations. The Project Directors serve for the duration of the project they are administering unless replaced by action of the Committee. The Project Directors may receive compensation for their time from the grant that funds their project.

b) Responsibility:

Individual EPSCoR Program Project Directors shall each report to the System Vice-President of Research of the South Dakota Board of Regents and, when requested to do so, to the REACH Committee. Each Project Director shall be responsible for developing and submitting scientific, demographic, and other reports as required for the project.

c) Term:

Individual EPSCoR and IDeA Project Directors shall be appointed by the System Vice-President of Research of the South Dakota Board of Regents in consultation with the REACH Committee in a manner consistent with the policies of relevant agencies. Individual Project Directors shall be appointed only for the duration of the specific project.

B. Lead Financial Campus:

An academic institution shall be designated to file final financial reports with the sponsoring agency. This institution shall be the institution where the individual EPSCoR or IDeA Program Project Director is physically located.

SECTION IX: Amendments to Bylaws

Changes in bylaws can be accomplished by a majority vote of a quorum at an officially called meeting.