
State of Oregon Research Academy Charter and Bylaws

Organization	State of Oregon Research Academy (SORA)
Purpose	The State of Oregon Research Academy (SORA) was created to offer those working for the State of Oregon an opportunity to network, build connections for collaboration, and learn about research, data, and statistics.
Membership	<p>Membership is open to anyone who shares an interest in SORA. SORA will maintain a membership list of interested parties to facilitate communication and advertisement of upcoming events. Joining as a SORA member means being added to the e-mail distribution list and receiving periodic e-mails from the Executive Committee.</p> <p>In the interest of increasing membership, an e-mail invitation for prospective members shall be sent annually to at least the following job classifications within the State of Oregon:</p> <ul style="list-style-type: none"> • Compliance Specialist 1-7 • Economist 1-4 • Education Specialist 1-2 • Epidemiologist 1-2 • Fiscal Analyst 1-3 • Information Systems Specialist 1-8 • Legislative Analyst 1-4 • Research Analyst 1-4 • Operations and Policy Analyst 1-4 • Principal Executive Manager A-J who manage the classifications listed in this section • Program Analyst 1-4 • Project Manager 1-3 <p>SORA may also solicit membership from other government, quasi government, and public colleges in Oregon.</p>
Dues and Accounts	No dues will be charged to members of the State of Oregon Research Academy, nor will there be fees associated with SORA events. SORA does not hold any funds or maintain any accounts.
Amendment of Charter and Bylaws	All proposed amendments to these bylaws will be approved by the Executive Committee through a two-thirds majority vote of the entire Executive Committee membership. The Executive Committee will review the charter annually.

Executive Committee	
Executive Committee Composition	The State of Oregon Research Academy Executive Committee will consist of at least three members. Efforts will be made to obtain a diverse representation of SORA members on the Executive Committee. Each member of the Executive Committee will serve an annual term until the next election.
Executive Committee Leadership	<p>The Executive Committee will include the following leadership positions:</p> <ul style="list-style-type: none"> • Chair – The Chair leads the Executive Committee, facilitates Executive Committee meetings, and oversees operations. It is suggested that the Chair does not serve consecutive terms. • Vice Chair – The Vice Chair assists the Chair in performing the latter’s duties and responsibilities. The Vice Chair also provides back-up support for leadership roles as needed. • Secretary – The Secretary keeps record of committee actions and decisions, schedules Executive Committee meetings and room reservations, and tracks attendance at events. • Communications Coordinator – The Communications Coordinator manages the design, content and production of written communications with SORA members and the public. • Volunteer Coordinator – The Volunteer Coordinator solicits interest and maintains a list of SORA members who are willing to volunteer for activities and help with projects. • Workforce Development Coordinator – The Workforce Development Coordinator coordinates special programs and other activities related to workforce development. • Web Coordinator – The Web Coordinator builds and maintains SORA’s website, OregonResearch.org, including new posts and event updates.
Recruitment of Executive Committee Members	Recruitment of Executive Committee members and the filling of vacancies may be achieved by soliciting volunteers in the current SORA membership. SORA members may be nominated, or self-nominated, to join the Executive Committee, and elected to join through a vote.
Recruitment of Executive Committee Leadership Roles	Executive Committee leadership roles shall be filled through an open nomination and vote. All Executive Committee members are eligible for Executive Committee leadership roles. Elections will be held annually at the first Executive Committee meeting of each calendar year and as needed to fill unanticipated vacancies.

<p>Responsibilities of Executive Committee Members</p>	<p>Executive Committee members are accountable to be present and participate in regularly scheduled Executive Committee meetings. Executive Committee members are expected to submit their resignation if they are no longer able or willing to participate in the governance of SORA.</p> <p>The Executive Committee reserves the right to remove a member of Executive Committee or demote a member in a leadership role if that member is not fulfilling their duties or engages in gross misconduct.</p> <p>Executive Committee members will be responsible for:</p> <ul style="list-style-type: none"> • Leading the planning committees for SORA events (which are responsible for choosing meeting sites, planning agenda and locating speakers). • Informing members of upcoming meetings, events, and volunteer opportunities.
<p>Decision Making</p>	<p>Decisions will be made during Executive Committee meetings with a majority of members in attendance. Members not present will accept and support decisions made in their absence.</p> <p>Decisions will require a majority vote of all Executive Committee members in attendance to pass, with the exception of proposals to amend bylaws (see above).</p> <p>At the Chair’s discretion, decisions can be made through an e-mail vote of all Executive Committee members.</p> <p>Decision-making may be delegated to subgroups, which may be formed if a decision or task is too challenging to complete during the meeting.</p>