Decision Making Process

Open Printing WG
(Free Standards Group)

Version   0.15

Document Information

This page provides a sequential record of changes for a multi-page document. All pages shall carry the same revision letter as shown on this page.

Title:	**Open Printing Decision Making Process**
Written By:	Shawn Pratt
Doc #:	

REVISION HISTORY

Rev	Revision Description	Date	Approved by:	MF
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0.15	Seperated Process from Organization doc	5/31/02	Shawn Pratt	

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This document focuses on the decision making process for the Linux Open Printing Standards Base work.

The information in this document is subject to change without notice.

If updates and changes need to be made to this document, please contact the Free Standards Opent Print group chairperson. Currently that is:

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Overview

As with any decision making committee, there needs to be some set of rules and guidelines the group will follow in order to establish a set of decisions and forward movement. The basis of these guidelines falls within the same process steps used by the Li18nux.org group, also within the Free Standards Group.

Decision Process

1. All organizational descisions must be made at steering committee by the formal motion and democratic vote. Each motion requires one steering committee member to move, and one to second, otherwise motion will fail without voting.

2. Voting right suspension and restoration.

    If any of the steering committee members miss two consecutive steering committee meetings, their voting right is suspended until the member showed up at steering committee meeting, and one existing steering committee member becomes a sponsor to move restoring suspended committee member (and motion must be carried). We will need to track attendance in every steering committee meeting. (Sample meeting format below):

    ```
    -------------------------------------------------------------------------
    Free Standards Group/Open Print Steering Comittee Meeting.
    Date (day)   :
    Time    :     <Scheduled>, <started>, <adjorned>
    Host    :
    ```

    Currently there are X voting members, and Y non-voting members in SC. In the X voting members, x voting members present: (1 via phone, 5 proxy, 7 in person)

    ```
    -------------------------------------------------------------------------
    consecutive
    absence      Present   Representing          Name
    -------------------------------------------------------------------------
       0            Y                  Chair
    -------------------------------------------------------------------------
    ```

3. Decision recording.

    All decisions made by steering committee is recorded with the motion numbers, motion statement, and voting result. (Sample decision format below):

    ```
    -------------------------------------------------------------------------
    <Date> - <Motion #>
    Motion:  <description of motion>
    Who moved:  <name>
    Who seconded:  <name>
    Passed / No Pass
    -------------------------------------------------------------------------
    ```