

# **Statistics Without Borders**

## **Charter Version 2.02 (August 12, 2018)**

### **ARTICLE I. NAME**

The name of this organization is Statistics Without Borders (hereafter called SWB). The organization is designated by the American Statistical Association (hereafter called ASA) under Article XIII of its By-Laws as a voluntary ASA Subgroup.

Its primary activity is to provide pro bono consultancy and training services in statistics and data science that promote objective and transparent decision making.

### **ARTICLE II. MISSION, VISION, AND OBJECTIVES**

#### **A. Mission**

Statistics Without Borders (SWB) is a volunteer outreach group of the American Statistical Association (ASA) that provides pro bono services in statistics and data science.

#### **B. Vision and Purpose**

SWB aims to improve decision making and knowledge in efforts that promote welfare through the proper application of statistical principles and best practices, where access to such resources is limited.

#### **C. Objectives**

- SWB advocates objective, impartial, and sound decision making using best statistical practices.
- SWB provides analytical services through client projects for public benefit that support goals that are nonreligious, non-partisan, and non-personal, with a focus on developing countries.
- SWB assists organizations outside of the for-profit sector, with priorities given to organizations with limited access to statistical resources.
- SWB strengthens its clients and their communities by helping them build their capacities in statistics, data science and analytics, and promotes best practices in these areas.

### **ARTICLE III. MEMBERSHIP**

Membership in SWB is open to anyone, including individuals who are not members of the ASA. The purpose of the Membership in SWB is to provide voluntary services for or on behalf of SWB.

To become an SWB Member, one must apply for and be accepted as a volunteer per SWB's process in force at the time of application. Once accepted, a Member must remain in good standing for continued Membership.

All SWB Members, including the members of the Executive Committee, are required to acknowledge and adhere to the ASA Ethical Guidelines for Statistical Practice and the SWB Code of Conduct, as well as the published SWB Member policies.

#### **ARTICLE IV. EXECUTIVE COMMITTEE**

The Executive Committee is the governing board of the SWB and shall be responsible for the executive leadership of the SWB as well as the establishment of the organizational policies. It shall consist of Chair, Vice Chair, Treasurer, Past Chair, Engagement Director, Marketing Communications Director, Operations Director, and an Ex-Officio member.

The Chair is the chief officer of SWB and is the chair of the Executive Committee. Each member position within the Executive Committee shall have a clearly documented position description that establishes the responsibilities and expectations. At least 50% of the SWB Executive Committee members shall be ASA members.

The Chair, the Vice Chair, and the Treasurer shall be elected by the voting SWB Members and shall be members of the ASA. The Chair shall become the Past Chair of the term immediately following the term served as Chair. In case the Chair is reelected, the Past Chair for the following term shall be appointed by the unanimous approval of the current Executive Committee members. If appointed, the Past Chair shall be an ASA member.

The Engagement Director, the Marketing Communications Director, and the Operations Director shall be appointed by the existing Executive Committee. These directors may or may not be ASA members.

ASA Director of Science Policy shall serve as an Ex-Officio member of the Executive Committee.

Except as otherwise provided for by this Charter, the actions of the Executive Committee shall require two-thirds majority of the Executive Committee members.

#### **ARTICLE V. TERMS OF OFFICE AND SUCCESSION**

The Chair, the Vice Chair, and the Treasurer shall serve concurrent two-year terms. An elected individual may only serve up to two (2) consecutive two-year terms at the same position and may not serve in elected positions for more than four (4) consecutive two-year terms.

In the case that the Chair position is vacated during the term for any reason, the Vice Chair shall become the Chair. In the case that the Vice Chair or the Treasurer position is vacated during the term for any reason (including succession to Chair in case the Chair position is vacated), it shall be appointed by the unanimous approval of the remaining Executive Committee member and shall be an ASA member. The initial partial terms as the Vice Chair or Treasurer by appointment do not count against the term limits set forth above.

In case the Past Chair position is vacated for any reason during the term, a replacement shall be sought first among the previous Chairs, then among previous Executive Committee members if no previous Chair is available, and be appointed by the unanimous approval of the remaining Executive Committee members. In such case, the position of the Past Chair shall instead be called Executive Committee Member at Large, and the appointee shall be an ASA member.

Other Executive Committee members shall serve an indefinite term.

## **ARTICLE VI. NOMINATION AND ELECTION**

An Election Committee, consisting of one or more SWB Members appointed by the Executive Committee, shall administer the elections. No Executive Committee member may serve on the Election Committee.

A Nomination Committee, to be appointed by the Executive Committee and headed by the Chair, shall create a slate of nominees for the election. No Election Committee member shall serve on the Nomination Committee. It shall nominate at least two persons as successors to each of the offices of Chair, Vice Chair, and Treasurer, unless it is determined by the Election Committee that only one candidate can realistically be nominated for any of these positions.

Prior to the following convened Annual Business Meeting, a vote shall be taken by Members of the SWB to elect the next Chair, Vice Chair, and Treasurer; the newly elected officers shall take office at the conclusion of the said Annual Business Meeting.

## **ARTICLE VII. ASA OVERSIGHT**

The SWB charter shall be approved by the ASA Board of Directors (BOD). Any amendment or substantial modification to the charter must also be approved by the ASA BOD. Such amendment or modification shall be considered approved if no formal written notice is given by the ASA BOD within sixty (60) calendar days. To the extent applicable and feasible, the SWB Charter must adhere to the ASA bylaws. In case of conflict, the ASA bylaws shall prevail.

The ASA BOD may dismiss an Executive Committee member if the said member is found to be unethical, unprofessional, or otherwise in gross violation of statistical and/or professional principles that ASA requires its affiliates to uphold. In such case, the member in question is notified in writing by the ASA BOD and shall be given an opportunity to rectify the situation in a period of no less than thirty (30) calendar days from the written notification. The Executive Committee members may appeal the dismissal with unanimous support (excluding the Ex-Officio member) to the ASA BOD; however, following the appeal, the subsequent decision of the ASA BOD shall be final. An exception for immediate dismissal is made in extreme circumstances only with the unanimous approval of the Executive Committee members excluding the member in question.

The ASA BOD may also override a decision by the SWB Executive Committee if the said decision is found to be unethical, unprofessional, or otherwise determined to pose substantial physical or professional risk to ASA. In such case, the Executive Committee is notified in writing by the ASA BOD and shall be given an opportunity to rectify the situation in a period of no less than thirty (30) calendar days from the written notification. The Executive Committee members may appeal the override with unanimous support (excluding the Ex-Officio member) to the ASA BOD; however, following the appeal, the subsequent decision of the ASA BOD shall be final. An exception for immediate override is made in extreme circumstances only with the unanimous approval of the Executive Committee members.

The SWB Executive Committee shall have open communication with the ASA executive leadership and provide responses to concerns raised by ASA in a timely manner.

Written communication for the purpose of formal notices may be electronic or printed.

## **ARTICLE VIII. FINANCES**

The assets of the SWB shall be managed by the ASA's central office, which shall furnish regular financial statements to the Treasurer. Disbursements shall adhere to the ASA policy in force at the time of the request, which shall be made to the ASA's central office in writing. The SWB's Fiscal Year shall be consistent with that designated by the ASA bylaws.

The SWB shall not charge dues to its Members. Contributions designated for SWB may be made to the ASA; however, no official communications soliciting contributions may be made to potential donors without the prior approval of the ASA Director of Operations.

## **ARTICLE IX. FUNCTIONAL TEAMS AND COMMITTEES**

Each Director may establish Functional Teams and Positions within Functional Teams under his/her area of responsibility as s/he deems appropriate, with the approval of the Executive Committee and with the establishment of the corresponding position description by the respective Director. The leads for the Functional Teams may be selected and shall have indefinite terms, both at the discretion of the Director. The Positions within the Functional Teams may be selected and shall have indefinite terms, both at the discretion of the said Director and/or the Functional Team lead.

An Election Committee and a Nomination Committee shall be formed as specified in ARTICLE VI. Furthermore, the Executive Committee may establish at its discretion additional Committees, Functional Teams, and Positions outside of the areas of responsibility of the Directors. These Committees, Functional Teams (including leads), and Positions shall have indefinite terms at the discretion of the Executive Committee.

## **ARTICLE X. MEETINGS**

The Annual Business Meeting of the SWB shall be held during each Joint Statistical Meeting. The Executive Committee as well as other Committees, Functional Teams, and Positions may conduct business with Members of SWB in person, phone, fax, etc., to discuss business between meetings as appropriate.

## **ARTICLE XI. AMENDMENTS AND REVISIONS**

### **A. Proposal**

Amendments and Revisions to this Charter may be proposed by the Executive Committee or by a petition signed by at least ten (10) Members of the SWB and submitted to the Executive Committee of the SWB. A proposed Amendment or Revision originating by petition shall be referred to the Executive Committee, who shall consult with the petitioners about final wording of the proposed Amendment or

Revision, which shall vote on whether to submit for Member ratification. The Executive Committee may also decide upon the final wording of a proposed Amendment or Revision, so long as such wording is consistent with the original intent of the petition. The Executive Committee may conduct periodic revisions of the Charter and submit for Member ratification as a whole or in parts.

**B. Ratification**

All proposed Amendments and Revisions shall be submitted to the Members of the SWB for vote. If approved by a majority of the voting Members, the Amendment or Revision shall be submitted to the ASA BOD and shall take effect upon the ASA BOD approval as provided for in ARTICLE VII.