

## **DRAFT UW-Madison CMS Council Charter - July 2017**

### **Purpose**

The UW-Madison CMS Council represents a self-organized federation of Drupal and WordPress users. The CMS Council is authorized by its members to provide leadership and advocacy on the use of Drupal and WordPress, and other components of these content management systems at UW-Madison.

Purposes of the CMS Council include:

- Foster a federated community of Drupal and WordPress users, administrators, and developers at UW-Madison.
- Partner with institutional resource providers to negotiate and make recommendations for the use of campus resources to support campus Drupal and WordPress at UW-Madison.
- Provide steering and guidance for the UW-Madison CMS Service to prioritize and meet the needs of the UW-Madison Drupal and WordPress community.
- Promote the effective sharing of Drupal and WordPress resources such as modules, themes, and plugins within the UW-Madison community.
- Create, share and encourage best practices in the use of campus Drupal and WordPress.
- Interact with the global Drupal and WordPress community.

### **Membership**

Council members represent active campus Drupal and WordPress users, administrators, operators, and developers. The Council will have 8-12 voting members and non-voting members as determined by the voting members. Council membership is reviewed on an annual basis and should include major interested programs, schools and colleges. Council members are expected to attend meetings regularly and submit items for consideration.

One of the voting members will act as Chair. The voting members will elect a Chair annually. The Chair or a designee is responsible for publishing the meeting agenda and meeting minutes.

The voting members will elect three members to the UW-Madison CMS Steering Committee annually. Ex-officio members are non-voting members who are invited by the voting members to participate in the Council.

Anyone working in the campus Drupal and WordPress community can submit related topics or proposals to the Council for consideration and share resources at the Council web site.

### **Decision Making**

Decisions are made by the voting members of the Council by a majority vote of those present at a meeting. A quorum of at least half of the voting members is needed for any decision at a meeting. Online votes require a majority vote of all voting members. All meetings are open and public. This Charter can only be changed with a supermajority of two thirds of all voting members. Any charter change must be on the agenda of a Council meeting for discussion and on the agenda of the next meeting for the vote to make the change.

DRAFT -- SUBJECT TO CHANGE