

Charter for the Mailing List Acceptable Use Policy (“AUP Committee”)

1.0 Purpose

The Advisory Committee to the President on the Mailing List Acceptable Use Policy is responsible for reviewing alleged AUP violations and advising the President on proposed courses of action to ensure the decisions are sound and consistent with described procedures. The AUP Committee shall only be delegated the powers and authority, if any, from the Board as specified below; and for any other work or matters requested by the Board, the AUP Committee will work to refer any actions or information for consideration by the Board.

2.0 Composition of the Committee

ARIN General Counsel shall serve in an advisory capacity to the Committee.

The Committee shall be composed of the following members:

1. One elected member from the ARIN Board of Trustees. The Trustee Representative shall be appointed by the Board of Trustees at its first business meeting of the year.
2. One member of the ARIN Advisory Council (AC). The AC Representative shall be appointed by the ARIN Board of Trustees.
3. One member in good standing from the ARIN General Membership. The General Member Representative shall be appointed by the Board. If needed, a volunteer pool may be compiled by ARIN Staff following a general call for volunteers to the appropriate ARIN mailing list(s) and confirmation of the Member’s eligibility.

The duties of the Committee Chair include the following:

- prepare for and facilitate committee meetings, including working with staff to shape meeting agendas,
- able to run a meeting, to time, and bring a group to a consensus,
- able to draw on colleagues’ skills and abilities,
- able to deploy people management skills to handle different people and personalities, managing the strong versus the quiet, gathering input from all,
- able to establish and maintain a good working relationship with the Board Chair,
- act as subject matter expert and/or offer technical skills related to the committee’s mandate.

The Trustee representative shall chair the meetings. Members may serve successive one-year terms as long as they continue to meet the selection criteria. Vacancies on the Committee during the term shall be filled in the same manner as the regular selection process.

3.0 Scope of Responsibilities

Whenever possible, the President of ARIN shall consult with the Committee prior to taking action pursuant to the Mailing List AUP. The President shall notify the Committee of actions taken in exigent circumstances without Committee consultation. The Committee shall advise the President of its determination regarding alleged AUP violations and any sanction recommendations in light of the policy and/or enforcement procedures. The Committee may recommend changes to the policy and/or enforcement procedures as the Committee feels are needed.

All Committee communication shall be kept private. The Committee shall promptly make its recommendations to the President. Any Committee member may also submit advice to the President individually.

4.0 Committee Logistics

The Committee will meet as needed. With support from staff the Committee chair will develop an agenda in advance of each meeting. The meeting minutes will include an attendance record and a report of Committee discussions with documented recommendations, and decisions. These minutes will be completed, reviewed, and posted no more than three weeks following the meeting.