

## Protocols of the Staff Scientists Council<sup>†</sup>

1. The Staff Scientists of the Weizmann Institute form a large and diverse community. The Staff Scientists Council (herein “The Council”) is the representative body that works to advance issues relevant to the Staff Scientist track (herein “the Track”). The Council is comprised of seven Staff Scientists and led by the three-member Executive Committee headed by the Chair. This Executive Committee represents the Staff Scientists in discussions with the Weizmann management and other bodies. Likewise, the three members of the Executive Committee are the Staff Scientists’ representatives on the Institute’s Scientific Council.
  - 1.1. The establishment of this Council is not intended to remove the Staff Scientists community from the purview of the Senior Academic Faculty. Likewise, it is important to note that since according to the national wages agreements, from which the Staff Scientists’ salary and benefits are derived, the Track is part of the Senior Academic Faculty, the Scientists Union will continue to represent the Staff Scientists in all worker-employer negotiations.
  - 1.2. The Council will advance issues relevant to the Track such as:
    - Representing the Staff Scientists before the Weizmann administration and the Scientific Council
    - Advancing means of improving the Track
    - Encouraging Staff Scientists to participate in academic activities at the Institute
    - Accumulate information relevant to the Track.
    - Setting up ad hoc committees as needed
    - Recommend Staff Scientists for the different Weizmann committees
2. The structure of the Council, as voted on by the general Staff Scientist assembly held February 18, 2008, and updated September 6, 2009 and on March 1, 2021, is as follows:
  - 2.1. The Executive Committee heads the Council and is comprised of three members elected by the general Staff Scientist community, specifically:
    - 2.1.1. The Chair of the Staff Scientists Council
    - 2.1.2. Two additional members who are also sectorial representatives (see Section 2.2)
  - 2.2. Six sectorial representatives, four who are elected by their respective sectors and two who are also members of the Executive Committee and are elected by the general Staff Scientist community. The six sectorial representatives are divided according to:
    - 2.2.1. Three sectorial representatives from the Life Sciences (*i.e.*, the Faculties of Biochemistry and Biology)
    - 2.2.2. Two sectorial representatives from the Faculty of Chemistry

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<sup>†</sup> In cases of contradictions between the English and Hebrew versions, the latter is the definitive version.

- 2.2.3. One sectorial representative representing the Faculties of Physics, Mathematics and Science Teaching and the Computing Center.
  - 2.3. Since the Staff Scientist community is divided into two main groups – Staff Scientists in research groups and Staff Scientists in research support units – at least one member of the Executive Committee will be from a research group and at least one from a research support unit. Likewise, at least two sectors must be represented on the Executive Committee.
  - 2.4. Before each election, the Council will check the ratios of the sectorial representatives and adjust the numbers as needed.
3. Elections of the Staff Scientists Council
  - 3.1. The Council will be elected by the general Staff Scientists community and the elections will be administered by the Academic Secretary and/or the Academic Affairs Office.
  - 3.2. All Staff Scientists are eligible to submit their nomination for Chair, Executive Committee and/or the Council.
  - 3.3. Elections will be conducted by e-mail where each stage of elections will last three business days.
  - 3.4. There will be two rounds of voting according to:
    - 3.4.1. In the first round, the general Staff Scientist community will vote for the Chair of the Council and for the two sectorial representatives on the Executive Committee. The votes will be immediately counted and announced to the general Staff Scientist community.
    - 3.4.2. In the second round, each sector will vote on their additional representatives on the Council. Voting will be held separately for each sector and only members of each sector will be allowed to cast a ballot. The votes will be immediately counted and announced to the general Staff Scientist community.
  - 3.5. In the first round of voting, a quorum of 33% of the Staff Scientist community is required. If a quorum is not obtained, the voting will be extended by one additional day. At the end of extension, the voting is final even if a quorum is not reached. There is no minimum number of votes in the second round of voting.
  - 3.6. Elections to the Council will be held once every three years in October in coordination with the start of the Weizmann academic year and the activities of the Scientific Council. In years where no elections are held, if there is a requirement by the Scientific Council to certify the representatives of the Staff Scientist community on the Scientific Council, they will be certified by the Chair of the Council according to the last round of elections to the Council.
  - 3.7. Each Staff Scientist can be elected a maximum of three consecutive terms to the Executive Committee and/or the Council. The Chair can only be elected to a maximum of two consecutive terms. A Staff Scientist can again submit his nomination to the Council after a cooling-off period of two years.
  - 3.8. Publication of the election results: The Academic Secretary/The Office of Academic Affairs at the conclusion of the voting period shall announce the number of Staff Scientists

who cast a vote and the names of the elected members of the Council. Candidates are entitled to obtain from the Office of Academic Affairs the number of votes they received but this information will not be generally released.

- 3.9. If one particular sector does not have sufficient candidates for sectorial representatives, the candidate with proportionally the most votes in his/her sector yet was not elected to the Council.
- 3.10. The Chair shall be the contact person with The Academic Secretary/The Office of Academic Affairs in all administrative issues regarding the elections.

#### 4. Council Procedures

- 4.1. Meetings of the Council will be held according to the decisions of the Chair and/or the Executive Committee or at the request of at least three members of the Council.
- 4.2. The meeting agenda will be set by the Chair and/or the Executive Committee. Other topics of discussion can be raised by other members of the Council in coordination with the Chair.
- 4.3. A quorum of five Council members is required for all decisions.
- 4.4. Decisions of the Council shall be according to a simple majority of those present. If four of the Council members request before any vote that the voting be conducted electronically, the voting shall be conducted by e-mail.
- 4.5. Extended absence of a Council member from the meetings and activities of the Council, after a warning by the Chair, shall result in the removal of the absent Council member from the Council. The final decision on removal shall be according to an absolute majority vote of the Council members. In the case where one Council member is removed or resigns from the Council, the member shall be replaced by the candidate from the same sector who received the most votes but was not elected. If there are no further candidates from the same sector, the candidate from another sector who proportionally received the most votes but was not elected shall be added to the council. In exceptional cases, the Council can function short a member until the next general elections.
- 4.6. If there is the need to replace one of the members of the Executive Committee, the Council shall appoint one of its members as a replacement.
- 4.7. If there is the need to replace the Chair, the member of the Executive Committee who received the most votes shall become the replacement Chair.
- 4.8. The Council can be dispersed if there is demand by more than 50% of the Staff Scientist community and/or two-thirds (five members) of the Council. In such a case, new elections shall be held within one month of the dispersal of the Council. The new Council shall sit until the month of October, but not for a period of less than two years or more than three years from its election.
- 4.9. The Chair of the Council shall keep summaries of each meeting of the Council. All Staff Scientists are allowed to ask the Chair to see these summaries. According to the decisions of the Council, the Chair shall distribute selected summaries by e-mail.
- 4.10. Before any official meeting of the Executive Committee with the Administration, the Chair or a representative of the Executive Committee shall hold a Council meeting to

decide on the positions to hold. After each meeting of the Executive Committee with the Administration, the Executive Committee shall update the rest of the Council on the outcome of the meeting.

## 5. General Assembly

- 5.1. The Council shall hold a general assembly of the Staff Scientist community at least once per year to update the community of the activities of the Council. Before each assembly, the Council will meet in order to set the agenda for the assembly, which shall be run by the Chair of the Council. In addition, the Staff Scientist community can initiate a special general assembly if they have received support of at least 10% of the Staff Scientist community.
- 5.2. No agreements with the Administration shall be made on one of the following topics without consent of the general assembly:
  - 5.2.1. Changes in the ranks of the Track, definitions of the position or criteria for promotion within the Track.
  - 5.2.2. Setting/changing the terms of employment within the Track.
  - 5.2.3. Setting/changing the protocols of the Council.
- 5.3. Holding a general assembly for the purposes of making decisions shall require a quorum of at least 25% of the Staff Scientist community. If after twenty minutes from the time set for the start of the assembly a quorum is not reached, a new time shall be set for the assembly where all decisions shall be valid even if a quorum is not reached.