



## US Technology Policy Committee Operating Procedures

January 9, 2025

The ACM US Technology Policy Committee (USTPC) is chartered under the auspices of ACM's Technology Policy Council as the focal point for ACM's interaction with the United States federal, state, and local governments, institutions, computing and technology community, and public in general.

### **Organization**

The Chair and Vice Chair of the USTPC will be appointed in odd-numbered years by the ACM President in consultation with the current Chair of the ACM Technology Policy Council. USTPC comprises an executive committee, subcommittee chairs, general members, and two members-at-large selected by the Chair and Vice Chair to serve staggered terms.\*

### **Executive Committee**

USTPC's agenda and work is overseen by an Executive Committee comprising the USTPC Chair, Vice Chair, Immediate Past Chair, and two USTPC members-at-large. The Executive Committee, in consultation with USTPC, will be responsible for setting the strategic direction and priority issues for USTPC's policy activities. The Executive Committee is also responsible for identifying and reaching out to experts in each of USTPC's priority policy areas to solicit subcommittee participation.

### **Terms of Office**

Members of the Executive Committee will be appointed for two-year terms with the option of being renewed for an additional term. Renewal of terms will follow the original method of appointment. Mid-term vacancies in at-large positions shall be filled for the duration of the former member's term by interim appointment by the Chair.

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\* To establish the staggering of Member-at-Large terms required by these Procedures, the Chair shall designate half of those Members-at-Large first selected to serve through June 30, 2025. Terms of the remaining initially appointed Members-at-Large will extend through June 30, 2026.

## **Subcommittees**

Subcommittees may be established by the Executive Committee of the USTPC. Subcommittee Chairs will be appointed by the USTPC Chair and report to the Executive Committee. Subcommittees are responsible for producing documents related to their specific policy areas, e.g., statements, principles, policy briefs, correspondence, and responses to government consultations. Such written outputs from the subcommittees will be reviewed and commented on by the USTPC and subject to final approval by the Executive Committee and ACM management. Subcommittees may be established and disbanded by the Executive Committee as deemed necessary.

## **Members-at-Large**

Members-at-Large will be selected by the USTPC Chair and Vice Chair. They provide feedback and guidance to the Executive Committee and must participate in the work of at least one USTPC subcommittee.

## **General Members**

Any member of ACM in good standing may join one or more subcommittees as a non-voting general member of the USTPC with the approval of the USTPC Chair upon consultation with the appropriate subcommittee Chair(s). General members are expected to contribute to the work of at least one subcommittee.

## **Ex Officio Members**

All members of the USTPC Executive Committee are *ex officio*, non-voting, members of all subcommittees.

The following are *ex officio* members of the Executive Committee:

- Chair of the ACM Technology Policy Council
- Chair of the Europe Technology Policy Committee
- Chief Executive Officer of the ACM
- Chief Operating Officer of the ACM
- ACM Policy Director
- President of ACM or the President's designee

## **Modification**

These Operating Procedures may be modified by a majority vote of the USTPC Executive Committee.