

International Working Conference on Source Code Analysis and Manipulation (SCAM)

Steering Committee Charter

24 September 2012

Preamble

This document codifies the process under which the **International Working Conference on Source Code Analysis and Manipulation (SCAM)** is organized.

Aims The aim of this conference is to bring together researchers and practitioners working on theory, techniques and applications which concern analysis and/or manipulation of the source code of computer systems. While much attention in the wider software engineering community is properly directed towards other aspects of systems development and evolution, such as specification, design and requirements engineering, it is the source code that contains the only precise description of the behavior of the system. The analysis and manipulation of source code thus remains a pressing concern.

Topics Covered Topics include, but are not limited to: program transformation, abstract interpretation, program slicing, source level software metrics, decompilation, source level testing and verification, source level optimization and program comprehension. However, the emphasis of SCAM is on the analysis and manipulation techniques themselves.

Definitions For the purpose of clarity *source code* is taken to mean any fully executable description of a software system. It is therefore so-construed as to include machine code, very high level languages and executable graphical representations of systems. The term *analysis* is taken to mean any automated or semi-automated procedure which takes source code and yields insight into its meaning. The term *manipulation* is taken to mean any automated or semi-automated procedure which takes and returns source code.

1 Purpose

The purpose of the International Working Conference on Source Code Analysis and Manipulation (SCAM) Steering Committee is to:

- Guide SCAM conduct.

- Provide a continuing committee to represent SCAM interests with the IEEE Computer Society (IEEE/CS) and other groups.
- Obtain feedback and improve SCAM.
- Assist as needed the current SCAM.
- Select Organizing Committees and locations for future SCAMs.
- Adjudicate appeals about the conduct of SCAM.

2 Qualifications, Composition and Term of Service

Each Steering Committee member must have served, or be currently serving, as a SCAM Organizing Committee member or Program Committee member and subscribe to the Steering Committee code of ethics.

Each member of the Steering Committee is normally elected for a term of three years. Every year, two seats of the Steering Committee will be available for election. Terms begin when elected and end three years hence when a replacement is elected. No person may serve consecutively more than two terms.

The Steering Committee will have six members, who will elect from their membership a chair, whose principal duty will be to chair Steering Committee meetings. The chair will also:

1. Produce draft minutes of Steering Committee meetings and circulate to the committee for checking.
2. Issue final minutes and ensure actions are clearly identified.
3. Issue a draft agenda for all Steering Committee meetings, and send this to the Steering Committee for approval.
4. Issue the approved agenda with supporting document, in due time.
5. Provide a point of contact with IEEE.

2.1 Public Point of Contact

All Steering Committee members are public points of contact. The Steering Committee Chair should be sent copies of matters requiring full Steering Committee attention. All inquiries should be logged by the receiving Steering Committee member and responded to. Inquiries may be put into the Steering Committee archives at the discretion of the Steering Committee members.

2.2 Steering Committee Membership List

A list of current Steering Committee members and Chair will be archived in the Steering Committee archives.

2.3 Budget

The Steering Committee is self-supporting, through the donated time and money of its members.

3 Code of Ethics

Each Steering Committee member shall follow these principles in Steering Committee matters:

Support IEEE/CS. Will be subject to rules, regulations and Code of Ethics of the IEEE Computer Society, as long as IEEE/CS is a primary sponsor of SCAM.

Participation. Take Steering Committee duties seriously and perform them professionally. Take an active interest in Steering Committee matters and actively contribute inputs when requested. Respond to requests in a reasonable time. Agree to abide by the Steering Committee Charter.

Commitment Without Ownership. Believe in the worth of SCAM and will support its future. Realize that Steering Committee members are not owners of SCAM, but caretakers of it for a limited time. SCAM decisions will be made in the best interests of SCAM.

Integrity, Openness, Civility, Responsiveness and Confidentiality. Be truthful and honest, in all Steering Committee dealings. Be truthful and honest, in all Steering Committee dealings. Be courteous with other Steering Committee members and with those approaching them with Steering Committee matters. Will swiftly acknowledge inquiries and track them to their completion. On sensitive matters Steering Committee members will not disclose Steering Committee discussions unless authorized by the Steering Committee to do so. Will hold confidences when requested.

Disclosure of Conflict of Interest. When a matter arises before the Steering Committee that an Steering Committee member is a direct party to, or stands to personally gain or lose from, that member shall disclose that there is a conflict of interest and disqualify himself or herself from taking part in considerations of the matter.

No bribes. No Steering Committee member may receive any reward or payment in return for his or her voting in a particular manner on some issue.

4 Elections

4.1 Election of Steering Committee Members

Election of Steering Committee members shall be made at each SCAM, at the open steering committee meeting, a business meeting open for all conference attendees, chaired by the current Steering Committee Chair, or duly appointed representative.

Nominations for Steering Committee candidates will be received from the floor. The chair will remind the attendees of the requirements for steering committee membership prior to nominations. Each nominee gives a short statement before the voting starts.

New Steering Committee members will be elected by the registered SCAM participants that attend the election meeting, with run-off elections conducted as needed.

4.2 Election of Steering Committee Chair

The Steering Committee Chair shall be elected by majority vote from the new Steering Committee, after the open steering committee meeting. The Steering Committee Chair has a one-year term starting from the end of the committee meeting at which he or she is elected until the end of the corresponding meeting one year (approximately) later. The Steering Committee Chair can be re-elected as chair during their term as member of the Steering Committee.

5 Replacement and/or Removal

Replacements of resigning or removed members are made by appointment of the Steering Committee as soon as practical after a member resigns or is removed. The replacement's term is the same as the term of the replaced Steering Committee member. The Steering Committee Chair may be replaced by another Steering Committee member by vote of the Steering Committee. Replacement here means that the Steering Committee member is no longer Steering Committee Chair, not that the Steering Committee member is no longer a member of the Steering Committee.

A person may be removed from the Steering Committee for gross or consistent violations of the code of ethics, or for other reasons deemed abhorrent by the Steering Committee. Removal is by vote of the Steering Committee, and is effective at the conclusion of the vote. Removed members must wait at least one full term (i.e. at least three years) before being considered again for Steering Committee membership.

6 Motions and Resolutions

Only the Steering Committee may collectively agree on policies, motions, and resolutions for SCAM. No one person alone can establish a SCAM or Steering Committee policy, motion, or resolution. There must be at least four votes cast on a resolution/motion for a vote's result to be binding. A majority vote carries the item. In case of ties, the Steering Committee Chair will cast a tie-breaking vote. All members must be allowed the opportunity to vote on changes in membership (including removal or replacement of a member). An urgent motion may be requested by a Steering Committee member for a expeditious resolution. All Steering

Committee members will be notified of the item and a vote will be made on the item within one month from when the item is received by the Steering Committee Chair. In absentia voting in writing by Steering Committee members by email, fax, or regular mail is allowed in this case. The voting Steering Committee member's identity must be verified.

Changes to the Steering Committee Charter are by a majority vote of the current attendees of SCAM, made at the annual business meeting. Approved changes are put into the Steering Committee archives.

Whenever the Charter is found ambiguous or unclear, the proposed interpretation will be sent to the Steering Committee. The Steering Committee will establish within one month by vote an interpretation of the ambiguous Charter passage. The interpretation will be appended to the Charter.

7 Communications and Meetings

Most issues and votes will be handled through email. The Steering Committee charter, motions, and resolutions made since the last SCAM shall be made publicly available at each SCAM or by request from the Steering Committee archives.

Meetings shall be at least once a year, normally at SCAMs or by Steering Committee agreement elsewhere. All Steering Committee members must be given reasonable notification of a meeting. A meeting agenda will be prepared by the Steering Committee Chair. Any Steering Committee may propose an agenda item.

The official language of the Steering Committee will be English. The formats for electronic copies of Steering Committee records, including this charter, will be in pdf.

8 Records and Archives

Records of the Steering Committee and SCAM will be archived to enable proper organization of future editions of the conference.

9 SCAM Organizing Committee Officers

The Steering Committee will approve the appointment of the following members of the next SCAM Organizing Committee:

1. One general chair.
2. Two program co-chairs.
3. One finance chair.
4. One tool-track chair.

Other members of the organizing committee, such as local arrangements chair or publicity chair, may be appointed by the general chair at his discretion.

10 Paper Selection Procedures at SCAM

The general chair and the program co-chairs are not allowed to submit papers to the conference in the year their appointment. The following sections of the ACM SIGSOFT "Policy on Program Committees" apply: Program Committee Members, Reviewing Submissions, Submissions from Organizing Committee Members, and Conflicts of Interest and Confidentiality of Submissions.

Furthermore, SCAM should be a selective conference where all papers which are deemed to be of sufficiently high standard are accepted, i.e. acceptance/rejection is based on merit; there is no fixed proportion of the submission number to be accepted (maximum or minimum).