ACM NOSSDAV Steering Committee Bylaws

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Introduction

NOSSDAV is a workshop with a long-standing tradition, focusing on both emerging and established research topics in multimedia networking and systems, with a particular emphasis on high-risk/high-return ideas. The single-track format brings together academic and industry researchers and practitioners to engage in fruitful, constructive and uniquely interactive discussions. NOSSDAV encourages papers that identify fundamental open problems in multimedia systems research, advocate new radical ideas or offer counterarguments or critiques on the existing state of the art.

Overall Steering Committee Roles and Responsibilities

The NOSSDAV steering committee exists to serve the multimedia networking and systems communities by providing leadership for the NOSSDAV workshop series. The steering committee is responsible for the overall health and direction of the NOSSDAV workshop. In particular, the overall steering committee should:

- Oversee the long-term planning of the workshop, its colocation liaison with ACM MMSys, organizers, and high-level program parts
- Oversee the annual NOSSDAV workshop editions, helping the organizers execute the most effective workshop possible
- Guide the overall direction of the workshop, encouraging and catalyzing research areas of relevance to ensure the importance of NOSSDAV to the multimedia networking and systems fields
- Provide historical knowledge for NOSSDAV organizers to avoid replicating past problems
- Help create a welcoming environment at NOSSDAV to encourage discussion, diversity, and community
- Oversee the NOSSDAV website at https://nossdav.org/

Steering Committee Meetings

The NOSSDAV steering committee should meet at least once a year at the workshop. The annual workshop meeting should go over the status of the current workshop (things that are going well, changes that the organizers had to make, and other information vital to the current workshop). The meeting shall also consider changes to the current steering committee

membership as needed. The meeting will also update the historical statistics, as needed, published on the NOSSDAV website.

The NOSSDAV steering committee, in an effort to support future workshops, shall convene meetings with the organizers of the upcoming year's workshop and, as necessary, to support the ongoing operation of the steering committee and workshop series.

Steering Committee Roles and Responsibilities

The steering committee shall consist of no fewer than 5 and no more than 9 members. Members of the steering committee are expected to be distinguished scientific leaders in the areas of multimedia networking and systems research and are committed to serving and improving the NOSSDAV workshop series.

Steering Committee Member Responsibilities

Each committee member is responsible for:

- Advocating for the NOSSDAV community through leadership and engagement with academic and industry partners.
- Attending the annual NOSSDAV workshop. It is expected that each member will miss no more than 2 workshops over a 5-year sliding window. Failure to meet this expectation without making a significant contribution to the overall mission of the workshop may result in replacement with new members.
- Attending steering committee meetings.
- Ensuring that the NOSSDAV workshop is an inclusive, safe, and respectful environment for all attendees.
- Assisting NOSSDAV organizers in identifying people to serve on program components such as keynotes, panels, and other organizing committee roles.
- Assisting NOSSDAV organizers with identifying sponsorship opportunities.
- Helping the workshop chairs achieve the highest-quality program for NOSSDAV.
- Helping organizers publicize the workshop and associated calls.

Steering Committee Chair Additional Responsibilities

The steering committee chair is tasked with all the responsibilities listed in *Steering Committee Member Responsibilities.* In addition, the steering committee chair is responsible for:

- Helping the workshop organizers with organizing issues.
- Calling and organizing steering committee meetings.
- Being a strong advocate for community and inclusion at the NOSSDAV workshop.
- Seeking consensus on all issues that the steering committee may bring up for discussion.
- Keeping the membership of the NOSSDAV Steering Committee up to date (on the NOSSDAV website).

- Keeping the bylaws up to date for historical purposes (on the NOSSDAV website).

The steering committee chair does not possess any special veto or voting rights. The chair is, by and large, the main organizational and historical tracker for the NOSSDAV workshop.

Process for Steering Committee Membership Changes

This section describes the process of nominating, adding, and replacing members. Exceptions to the rules or criteria below can be made through a unanimous vote of the steering committee.

Adding New Steering Committee Members

The steering committee welcomes new members to the steering committee. Nominations can be made by an existing steering committee member at one of the steering committee meetings.

Each nominee must meet the following criteria:

- Served as a Chair for a NOSSDAV edition or as a General chair or Program chair for an MMSys edition.

Through a majority vote of the existing steering committee, the nominee will be confirmed as a member of the steering committee. There are no limits to the number of nominees that can be added in a given year, assuming they meet the criteria outlined above. The new members are inaugurated after the voting over all nominees has been completed.

Replacement of Steering Committee Members

Should the steering committee membership exceed 9 members, the following replacement algorithm will be used. Steering committee members will be removed in the following order:

- Members who are not following the roles and responsibilities.
- Voluntary replacement for any existing members.
- Longest serving member who has not attended the workshop in the last 2 years.
- Longest serving member.

Steering Committee Chair Replacement

When the steering committee chair has served for 3 years or if the chair wishes to step down, a new chair will need to be selected. The following procedure will be followed. The newly elected chair's term will begin after the election. The current steering committee chair will not participate in the vote, except in the event of a tie in the final vote. The chair election process will follow the following algorithm:

- The current chair (who will not vote) will receive an anonymously submitted, rank-ordered vote from the current steering committee members for nominees.

- Tallying the average rank of each nominee, the top two will be voted on.
- An anonymous vote will be conducted to determine the winner between the top two candidates.
- In the event of a tie, the current steering committee chair will cast a vote for one of the two options.

Decisions and Voting

To ensure objectivity and fairness in the decision-making process, the following rules have been adopted for the steering committee members. Each steering committee member will have one vote.

- *A majority vote is required for all decisions*. Votes can be in absentia if the steering committee member has been apprised of all the discussion related to the matter being voted on.
- All voting is anonymous. Committee members may reveal their votes if they wish, but they are under no obligation to do so.

Updating Bylaws

Modifications to the bylaws can be made at a steering committee meeting with a 2/3rds majority of affirmative votes.

Version and List of Changes

- Initial version (Nov. 17, 2025)