

The LSST Transient and Variable Stars Science Collaboration Charter Supplementary Document

This document defined specific details of the TVS charter. These details can be changed without requiring the members to acknowledge the changes with a signature, although members should be modified of any change.

- Each member must have 1 primary subgroup affiliation and can have up to 3 secondary subgroup affiliations, for a maximum of 4 affiliations within the TVS SC;
- It is expected that TVS conference calls typically happen on a bi-monthly basis (twice per month);
- The time frame for approving new membership applications and changes of application from and to full and associate is *two weeks*;
- The time frame for approving Builder status applications is *two weeks*;
- A change in leadership for each subgroup is recommended on a time-scale of a few years, but the details of the Subgroup Coordinator transition and the exact time scale are left to each subgroup to decide. If a member wishes to see changes in the structure of the subgroup they are encourage to discuss them with the coordinator first, and if issues cannot be resolved within the subgroup to reach out to the TVS Co-Chairs: