

# SORTEE Senior Advisory Board

## Terms of Reference

### 1. Purpose

The Society for Open, Reliable, and Transparent Ecology and Evolutionary Biology (SORTEE) maintains a Senior Advisory Board (hereafter, SAB) to support our mission of improving reliability and transparency through cultural and institutional changes in ecology, evolutionary biology, and related fields broadly defined. The purpose of the SAB is to provide senior counsel and advice to SORTEE leadership (Officers, Directors, and Chairs), and to facilitate strategic connections with related organizations and individuals.

### 2. Composition

- a. The SAB shall consist of senior individuals ( $\geq 10$  years post-PhD) with expertise and experience relevant to SORTEE's mission.
- b. The board shall comprise at least three members at any one time.
- c. Members may include (but are not limited to) journal editors, leading researchers, and industry professionals.

### 3. Roles and Responsibilities

Members of the SAB will:

- a. Provide strategic advice and insights to SORTEE's leadership team. The Executive Committee and Board of Directors will consider but not necessarily act on the advice of the SAB, including on matters relating to:
  - Strategic planning;
  - Governance and risk management;
  - Fundraising opportunities;
  - Partnerships and collaborations.
- b. Participate in 1-2 advisory meetings (virtual) per year.
- c. Be registered members of SORTEE for the duration of their appointment.
- d. Act as ambassadors for SORTEE, fostering relationships with key stakeholders, partners, and potential supporters.
- e. Support SORTEE's fundraising efforts by leveraging personal networks, expertise, and influence.

## 4. Appointment and Tenure

- a. SAB members shall be invited by SORTEE's President after nominations are approved by the Board of Directors.
- b. Nominations, appointments, and resignations can occur at any time.
- c. Every two years SAB members will be asked if they wish to continue serving on the SAB.
- d. SORTEE's Board of Directors reserves the right to terminate the membership of any SAB member at any time, following an affirmative vote of the majority of Directors.

## 5. Meetings and Communication

- a. Online SAB meetings shall be convened by the SORTEE Officers when necessary, and may be attended by SORTEE Officers, Directors, and Chairs.
- b. SAB members are not expected to attend more than 2 meetings per year.
- c. SAB members do not need to read the meeting agenda in advance.
- d. Minutes from the meeting will be kept by the SORTEE Secretary and made available to SORTEE SAB members, Executive Officers, and Directors.

## 6. Confidentiality and Code of Conduct

- a. SAB members shall maintain confidentiality regarding sensitive organizational matters discussed during meetings.
- b. SAB members must abide by SORTEE's Code of Conduct (<http://www.sortee.org/codeofconduct/>)