

LTRAS Charter

Policies on this page approved unanimously by those attending the meeting on "Structure and Objectives of LTRAS" held 31 August 1993. (Everyone on the LTRAS mailing list was sent an announcement of this meeting.) Amended (*italics*) by consensus 25 March 1994 or 27 June 1995. Strikethrough below indicates members whose voting rights have lapsed because they missed the two most recent meetings; they can be reinstated automatically at a future meeting, as discussed below.

Membership

Voting membership in the LTRAS General Committee is explicitly defined by a membership list. (Members as of 10 October 2001 are: R. Ford Denison, Graham Fogg, Tim Hartz, Jan Hopmans, Willy Horwath, Ted Hsiao, Lee Jackson, Louise Jackson, Tom Kearney, Gene Miyao, Robert Norris, Stuart Pettygrove, Donald Phillips, Richard Plant, William Rains, Dennis Rolston, Kate Scow, Michael Singer, Anthony Turkovich, and Chris van Kessell.) New members can be added by a majority vote of the current members. Any LTRAS General Committee member who misses two successive meetings of the Committee (unless on leave of absence from UCD) shall be dropped from the membership list. Reinstatement will be automatic on attending a meeting, but new and reinstated members shall not vote until the Committee meeting following that at which they were elected or reinstated.

Meetings

The LTRAS General Committee shall meet at least twice per year. Additional meetings may be scheduled by the LTRAS Director when deemed necessary or when requested by members of the LTRAS General Committee. A quorum shall consist of 50% of current members. Votes shall require a simple majority, but "Fundamental Policies" (see below) shall require a majority vote at two successive meetings to establish or overturn.

Fundamental Policies

A "Fundamental Policy" is any policy clearly identified as such at the time that it is first introduced. Examples could include any change in overall experimental design,

procedures for authorizing sample collection at the LTRAS site, and policies on sharing data. This entire document is to be considered a statement of Fundamental Policies.

Executive Committee

The LTRAS Executive Committee shall consist of the Director of the LTRAS project, any permanent staff assigned to LTRAS, plus chairs of all LTRAS subcommittees. The Executive Committee shall meet at least monthly and make decisions by a majority vote, with a quorum of six. The Executive Committee shall draft Fundamental Policies, which must be approved by the General Committee (see above) to take effect. Within guidelines set by the Fundamental Policies, the Executive Committee shall have full authority to make major decisions concerning LTRAS, including approving or disapproving all experiments proposed for the LTRAS site.

Authorizing Experiments At Ltras Site

The LTRAS Executive Committee has the authority and responsibility to limit sample collection and other procedures at the LTRAS site to those compatible with the long-term and multidisciplinary emphasis of LTRAS. (Although this emphasis does not preclude allocation of land for experiments which are of short duration or limited to a single discipline, such experiments will have lower priority and must be compatible with other ongoing or planned research at LTRAS.) Examples of procedures requiring prior written permission from the Executive Committee include removal of any soil or plant samples from the site, installation of any monitoring devices, or application of chemical or isotopic tracers to part or all of the experimental area.

Any researcher wishing to conduct research at the LTRAS site shall submit a completed "LTRAS Research Authorization" form (example attached), which will be approved, modified, or disapproved by the Executive Committee following the above guidelines and any more specific guidelines approved by the General Committee. A "preliminary trial area" will be available; the Executive Committee may require prior demonstration of proposed activities. The Executive Committee may delegate to the LTRAS Director the authority to approve miniproposals which

are unlikely to have significant adverse impact on other research, e.g., installation of monitoring devices that will not interfere with any other field operations, or soil sampling involving the removal of < 1 kg soil plot⁻¹ year⁻¹.

Researchers submitting grant proposals to USDA, EPA, or other agencies to support their research at LTRAS should first obtain authorization from the Executive Committee (via a miniproposal) for the planned work. Success in obtaining a competitive grant calling for research at LTRAS does not in itself confer a right to carry out the activities specified in the proposal. Early consultation with the Executive Committee is encouraged.

Data Sharing & Right Of First Use

The value of a 100 year experiment would be greatly reduced if data collected during the first years of the experiment were lost or otherwise unavailable to subsequent researchers. Therefore, it is expected that all data collected as part of LTRAS will be shared to a greater extent than is normally required of individual researchers. However, each principal investigator working at LTRAS will have a reasonable opportunity to be the first to interpret and publish data collected as part of his or her research. The LTRAS Director shall have similar rights and responsibilities with respect to core data (see below) but shall consult with and recognize (e.g., by coauthorship) other principal investigators who make major contributions to management of the experiments or collection of core data.

Therefore, all research performed at the LTRAS site is subject to the condition that any data collected (whether or not eventually published) shall be made available to the public within 2 years of the time the data are collected, unless a longer period is authorized by the Executive Committee (e.g., when publication requires a multiyear data set). Printed information (e.g., annotated photocopies of data sheets) shall be deposited in the LTRAS Archives at the UCD Shields Library. Data recorded in computer-readable form shall be made available through the LTRAS Electronic Data Archives, which will be maintained (using updated media, as required) by the LTRAS staff. Data in either archive can be used, with attribution, without seeking permission from LTRAS or any individual researcher.

For a reasonable period (normally 2 years) after an experiment is completed, the principal investigator who oversaw their collection shall have exclusive rights to publish the data and to assign authorship. During this period, use of data collected

by another principal investigator will require permission of that investigator, and coauthorship credit would normally be appropriate. However, summaries of significant results are to be submitted to the LTRAS Director annually by March 1, for use in the LTRAS annual report. Occasional presentation of findings to other LTRAS participants is also expected. Any publication containing data from the LTRAS site shall acknowledge LTRAS.

Responsibilities Of The Ltras Staff And Director

Farming operations and collection and management of the LTRAS core data set shall be the primary responsibilities of the LTRAS staff, supervised by the LTRAS Director with advice from appropriate LTRAS committees. The core data set was defined in the original LTRAS proposal. Changes in the core data set may be authorized by the Executive Committee (subject to ultimate approval by the General Committee).

The LTRAS Director is expected to administer LTRAS for the benefit of all researchers using the site, both currently and in the future. To compensate the Director for time and attention taken from his or her personal research, the LTRAS staff may, if time permits, be used to support personal research of the Director based at the LTRAS site.

In addition, the LTRAS staff may on occasion provide services to other researchers. Such services could include custom sampling (with or without analysis), maintenance or operation of monitoring devices, or conducting specific field operations in a nonstandard manner for the benefit of an individual research project. A request for such services should be made using the standard "LTRAS miniproposal" form. Ordinarily, the requesting party will be expected to pay the full cost (including prorated salaries) of such services, in exchange for ownership of the data. The LTRAS Director shall provide a cost estimate upon request, and may agree to payment "in kind." The Executive Committee shall have the authority to overrule the Director (following any guidelines provided by the General Committee) with respect to cost of a particular service. However, the Committees may not require services to be performed which, in the opinion of the Director, would threaten the ability of the LTRAS staff to carry out their core duties. The Director may waive the cost for services performed as part of collaborative personal research.