

Soybean Genomics Executive Committee Policies & Procedures August 31, 2022

Article I. Mission Statement

The soybean genomics research community is comprised of scientists with expertise ranging from classical breeding to genomics and cell biology to gene discovery. The genetic and genomic resources available for soybean are often poorly understood by non-soybean scientists and funding agencies. Consequently, the strengths and needs of the soybean research community are also often poorly understood. It is the mission of the Soybean Genomics Executive Committee (SoyGEC) to advance soybean as a genetic and physiological research system that will result in enhanced availability and nutritional quality of the world's premier source of vegetable protein and oil.

In order to achieve this mission, SoyGEC will actively pursue the goal of widening the breadth and scope of existing soybean genomics research. The SoyGEC will proactively communicate with the soybean research community to help define research priorities, and with representatives of federal funding agencies to ensure that research priorities are clearly articulated. When called upon, the SoyGEC will speak on behalf of the research community to commodity board groups and other lay-groups.

The SoyGEC seeks to broaden the number of soybean scientists conducting genetic research and to broaden the diversity of scientific expertise in team research in order to add new dimensions to the scientific and agricultural questions asked. The SoyGEC will encourage research that will target high priority needs of soybean and facilitate training of undergraduates, graduates, and post-doctoral scientists to prepare a new generation of researchers skilled in research techniques targeted for this crop.

The SoyGEC seeks to ensure excellence in research quality and clarity in communication of needs and priorities. Without encumbering individual initiative, the SoyGEC will encourage coordination of dedicated research teams finding solutions to soybean problems of national and international importance.

Article II. Structure and Roles of the SoyGEC

2. 1 Committee Composition

2. 1(a) Members

The SoyGEC will consist of up to ten elected members and up to three Ex Officio members. Eight of the elected members should represent technical expertise needed to fulfill goals of the strategic plan. Two members will be elected to represent each of four disciplines: Genetics, Genomics/Informatics, Breeding, and Biochemistry/Physiology (this may include biotic and abiotic stress responses). The 9th elected member should represent the international soybean research community

in any of these disciplines. The tenth elected member should represent the soybean Industry. One Ex Officio member will be a representative of the United Soybean Board. One Ex Officio member will be the chairperson of the next Biennial Conference for Molecular and Cellular Biology of Soybean. One Ex Officio member will be the current SoyBase Curator. Ex Officio members will serve without term limits, except for the chairperson of the biennial conference who will serve for two years. If the chairperson of the next biennial conference is also an elected member of the committee, then the committee will only have two Ex Officio members (from the United Soybean Board and SoyBase).

2.1(b) Eligibility for Nominations and Elections

Public and private sector candidates may be nominated for SoyGEC membership. Nominations for SoyGEC membership will be accepted immediately after Soybean Breeders' Workshop (even years) and the Molecular and Cellular Biology of the Soybean Conference. The election will be conducted following the Molecular and Cellular Biology of the Soybean Conference. Ballots will be developed to ensure the SoyGEC maintains a disciplinary balance to address priorities in the strategic plan. Ballots will be issued electronically to individuals who attended at least one of the two most recent Cellular and Molecular Biology of the Soybean Conferences or one of the two most recent Soybean Breeder's Workshops. Electronic ballots will be sent to the email address on record and only votes from those addresses will be counted. Voters with changed email addresses will need to contact the SoyBase Curator to update their email address for voting purposes.

2. 1(c) Terms of Service

Nominations will be requested in September of the same year as the Molecular and Cellular Biology of the Soybean Conference. Elections will be held in December of the same year. Terms will start on January 1 of the following year. Elected positions will serve four year terms. Within each discipline, terms of the two members will be offset by two years to allow continuity within SoyGEC. Elected members may be re-nominated or re-elected without limit. A member may resign at any time by giving written notice to the SoyGEC chairperson. Changes in membership will be made as needed by majority vote of the SoyGEC to maintain a disciplinary balance that adequately addresses priorities set forth in the Strategic Plan.

2. 1(d) Officers

A chairperson, a vice-chairperson and a secretary will be elected by a simple majority of SoyGEC members at the first meeting after each election for a term of two-years, without term limits. Any officer may resign upon giving written notice to the SoyGEC chairperson. Vacancies will be filled by the SoyGEC in a timely manner for the remainder of the unexpired term.

2. 1(e) Responsibilities of the Officers

The Chairperson shall be responsible for general management, supervision and direction of SoyGEC activities. In the absence or direction of the Chairperson, the Vice-Chairperson shall assume these duties. The Secretary will be responsible for

keeping minutes of all SoyGEC meetings and must forward minutes to SoyGEC members within 30 days of each meeting. SoyBase will archive minutes and documents for all SoyGEC meetings, keeping them private. Summary reports will be made publicly available annually.

2. 2 Meetings

2.2 (a) Meetings and Conference Calls

The SoyGEC will hold an annual meeting during the Soybean Breeders' Workshop in St. Louis, MO and at biennial meetings at the Conference for Molecular and Cellular Biology of Soybean. Additional meetings and/or teleconferences may be called by the SoyGEC Chairperson and will be conducted by the same procedures described in Section 2.2 (b) Meeting Protocol. The SoyGEC will organize and convene stakeholder meetings to develop new Strategic Plans. At a minimum, in person attendance will be required at one of these meetings every two years. All other meetings must be attended virtually.

2.2 (b) Meeting Protocol

2. 2 (b1) Quorum

A quorum shall consist of more than 50% of serving SoyGEC members.

2. 2 (b2) Voting

Each eligible member of the committee will have one vote. Votes may be cast in person, by phone, or electronically in advance of the meeting. Voting outcome shall be determined by a simple majority of votes cast. In the case of the tie, the chair's vote makes the decision. Ex Officio members are not eligible to vote.

2. 3 Roles and Responsibilities

The SoyGEC will:

- Convene at least one strategic planning meeting to gather stakeholder input on research priorities and publish a 5-year strategic plan that is relevant to needs of the soybean community. The strategic plan will outline the research goals and priorities of the community. The plan will include goals, strategies and anticipated outcomes. When approved by the SoyGEC, the plan will be published on SoyBase for a 45-day period for comment from the research community at large. Pending revisions, the final plan will be submitted for publication in an appropriate peer reviewed journal or other public venue.
- Provide credible information on advances in soybean genetics & genomics technology to stakeholders, policymakers, program, and fund managers. Prior to the five year strategic planning meeting, the SoyGEC will develop an accomplishments report for the prior five year strategic plan. The accomplishments report will feature major research accomplishments, technology transfer activities, germplasm and variety releases, and research publications that are relevant to performance measures of the current strategic plan. The accomplishments report will be provided to attendees of

the strategic planning meeting and a final version will be posted on the SoyBase.

- Foster and provide guidance to organizers of educational activities such as the Biennial Conference for Molecular Biology of Soybean.
- Review and approve the structure and composition of the SoyGEC and other committees as needed.

Article III. Amendments to Procedures

3.1 Format of Recommended Change

Amendments shall be submitted to the Chairperson of the SoyGEC. Any member of the SoyGEC can submit amendments to these procedures.

3.2 Dissemination of Change

Proposed changes must be disseminated by electronic or written means to all members of the SoyGEC at least 10 days prior to a scheduled meeting of the SoyGEC.

3.3 Approval of Amendments

Amendments must receive a two thirds majority vote to be approved.