

Center for Research on Ingredient Safety
Michigan State University (MSU)
Bylaws (*November 17, 2017*)

PREAMBLE

Michigan State University (MSU) is a pioneer land-grant university. In furtherance of its land-grant mission, MSU has a long tradition of partnering with public and private enterprises to translate new knowledge into practical and commercial use. The Center for Research on Ingredient Safety (CRIS) was established on the MSU campus to serve as a program with a focus on chemical ingredients in consumer packaged goods including foods, beverages, cosmetics and household consumer products. CRIS will broadly build capability in three areas: i) scientific research, ii) education and training, and iii) risk communication. The impact of CRIS will be through the following activities:

- Produce and disseminate unbiased and credible research data and analysis on the safe use of ingredients in food and consumer products.
- Offer unbiased and transparent evaluation of new technology that can be applied to evaluate ingredient safety.
- Expand the opportunity to conduct basic and applied research on the safety and toxicology of ingredients in food and consumer products to support the management of potential safety issues.
- Establish a graduate training program to develop the next generations of toxicologists with expertise in ingredient safety.
- Develop independent and effective risk communication aimed at supporting evidence-based decision making.
- Inform the public, health professionals and the scientific community on research matters reflecting the state-of-the-science pertaining to safety and risk management of ingredients in food and consumer personal products.

CRIS organized a strategic planning session on the MSU campus in January, 2016, which produced the following vision and mission statements:

Vision of CRIS: Credible, relevant information on ingredient safety is accessible to a wide range of decision makers.

Mission of CRIS: Conduct research and provide insight on the safety of ingredients in food and consumer products to support evidence-informed decisions by consumers, industry and policy makers.

ARTICLE I: INTRODUCTION

SECTION 1. The following Bylaws will be used to govern the Michigan State University Center for Research on Ingredient Safety (CRIS), hereafter referred to as the “Center”, in its interactions with external corporations and other external organizations supporting the Center.

SECTION 2. These Bylaws can be amended at any time by an affirmative vote of more than 50% of the Center Member Official Representatives (see ARTICLE II, SECTIONS 2, 3 & 6) subject to guidance from Michigan State University General Counsel.

SECTION 3. The Center will be at Michigan State University.

ARTICLE II: CENTER MEMBERS

SECTION 1. Michigan State University will invite corporations and other organizations that have engagement and interest in the subject of ingredient safety to join and support the Center, individually a "Center Member" or "Member", collectively the "Center Members" or "Members".

SECTION 2. All Center Members will have signed the same Membership Agreement, and thereby become a member of the Center and agree to be governed by these Bylaws.

SECTION 3. Each Center Member will have designated one (1) Official Representative and submitted the name of its designated Official Representative in writing to the Center Director. The Official Representative shall have full authority to represent the Center Member in all matters coming before the Center Members.

SECTION 4. The term of an Official Representative shall automatically expire if and when any of the following events take place:

- 4(a) The Official Representative ceases to be employed by the Member;
- 4(b) The Official Representative's connection with the Member is otherwise severed;
- 4(c) The Member with which the Official Representative is associated ceases to be a Center Member; or
- 4(d) The Member designates another Official Representative.

SECTION 5. The duties of the Center Members through their Official Representative includes the following functions:

- 5(a) Vote to amend the bylaws (see ARTICLE I, SECTION 2)
- 5(b) Elect a slate of candidates representing the Members to the External Advisory Committee (EAC) during the Annual Meeting (see ARTICLE IV, SECTION 4(b))
- 5(c) Elect a slate of candidates representing the Members to the Emerging Issues Committee (EIC) during the Annual Meeting (see ARTICLE IV, SECTION 5(b))
- 5(d) Request a special meeting of the Center Members (see ARTICLE II, SECTION 8).

SECTION 6. One half of the total number of Official Representatives plus one shall constitute a quorum. Except as otherwise expressly provided by these Bylaws, the act

of a majority of Official Representatives present at any meeting of the Center Members, at which there is a quorum, shall be the act of the Center Members.

SECTION 7. The regular meeting of the Center Members shall be held annually and notice shall be sent in writing or by electronic transmission at least six (6) months before the day on which such meeting is to be held. If an Official Representative is unable to attend the regular meeting of the Center Members, the Member will be given an opportunity to designate someone from their company to serve as a proxy.

SECTION 8. Special meetings of the Center Members, for any purpose or purposes, may be called by the Center Director, or at the written request of one-third of the Official Representatives. Such request shall state the purposes of the proposed meeting. Notice in writing or by electronic transmission of a special meeting stating the place, date, and time of the meeting and the purposes for which the meeting is called shall be given to each Member not less than two (2) weeks before the meeting. Business transacted at any special meeting of the Center Members shall be limited to the purposes stated in the notice. A special meeting of the Center Members is not required to be held at a geographic location, if the meeting is held by means of the Internet or other electronic communications technology that allows the Official Representatives the opportunity to read or hear the proceedings substantially concurrent with their occurrence, vote on matters submitted to the Official Representatives, pose questions, and make comments.

ARTICLE III: MEMBERS, FEES, RIGHTS, AND RESPONSIBILITIES

SECTION 1. Aside from significant recurring and non-recurring funds from Michigan State University, the Center is funded by charitable contributions and ongoing dues from the Members according to a formula currently based on annual net US sales (current formula identified in the Membership Agreement) unless otherwise determined by a separate agreement.

SECTION 2. The initial charitable contributions from the Center Members will establish the CRIS endowment with a targeted full funding level of \$4 million. Interest from the CRIS endowment will be used to support the research activities of the Center Director and Endowed Chair, and targeted to the broad questions in ingredient safety.

SECTION 3. After the CRIS endowment has reached its full funding level, the Center will be sustained in part by Annual Dues from the Members, according to the formula in the Membership Agreement. Annual Dues may be given as a charitable contribution, or as sponsored project support paid in a non-charitable manner, but not incurring any University indirect costs.

SECTION 4. The benefits to Members under these Bylaws include the following:

- 4(a) Participation on the External Advisory Committee (EAC; see ARTICLE IV, SECTION 4a).

- 4(b) Participation on the Emerging Issues Committee (EIC; see ARTICLE IV, SECTION 5a).
- 4(c) Ability to participate in Center discussions, including the annual meeting, with as many company representatives as desired. However, when a topic is put to a vote, each supporting Member will receive only one vote from its Official Representative (see ARTICLE II, SECTION 3) or from a designated proxy (see ARTICLE II, SECTION 7).
- 4(d) Ability to participate in the strategic planning for the Center.
- 4(e) Access to all scientific research results provided in interim and final reports.
- 4(f) Access to the Center Director on an 'as needed' basis.

SECTION 5. The responsibilities of Members under these Bylaws include the following:

- 5(a) Support the Vision and Mission of the Center (see PREAMBLE).
- 5(b) Support the Center's ability to function in a scientifically sound and objective manner.
- 5(c) Protect the Center's autonomy, independence, and credibility.
- 5(d) Participate in the implementation of the Center's strategic plan.
- 5(e) Provide representatives to the Center's Annual Meeting, and other scheduled activities.
- 5(f) Provide operational guidance to the Director for the Center's scope of work for the current year.
- 5(g) Assist the Center Director in identifying potential new supporting members of the Center.

ARTICLE IV: ORGANIZATION AND ADMINISTRATION

SECTION 1. A Director of the Center will be identified by Michigan State University, and will report to the office of the Vice President for Research and Graduate Studies. The Director will be a non-voting member of the Center. The Director will be the primary point of contact for current and potential supporting Members regarding Center-wide issues. The Director has the ability to call special meetings of the Official Representatives, as needed, to address concerns of the Center Members. The Official Representatives may also request a special meeting (see ARTICLE II, SECTION 8).

SECTION 2. The Director of the Center will have the following responsibilities:

- 2(a) Oversee the operational affairs of the Center, including the following:

- Implement the Center's scientific research strategy in keeping with the planning of the EIC, to ensure that the Center has an impact.
- Guide the Center's risk communication strategy to ensure that the Center has an impact.
- Provide regular updates on the Center activities to the Members, to the leadership of MSU, and to other stakeholders.
- Establish the specific annual scope of work for the Center based on the Center's strategic plan.
- Set the agenda for the Center's Annual Meeting with input from other components of the Center's organizational structure.
- Represent the Center when meeting with the MSU leadership.

2(b) Manage the business affairs of the Center, including the following:

- See that all orders and resolutions of the Center Members are carried into effect.
- Serve as an *ex officio* member of all committees of the Center.
- Preside at all meetings of the Center Members.
- Undertake other duties as assigned from time-to-time by the leadership of MSU.

SECTION 3. The Center shall create an Internal Advisory Committee (IAC) with the following structural and functional elements:

- 3(a) The primary role of the IAC is to provide the day-to-day administrative oversight of the Center, including the fiscal oversight of the programs within the Center to ensure the appropriate distribution of resources.
- 3(b) The IAC will be composed of individuals involved in the leading academic units associated with the three areas in which CRIS will build capabilities:
- Scientific research
 - Risk communication
 - Education and training
- 3(c) IAC will make appointments for non-Member representatives to the External Advisory Committee and the Emerging Issues Committee.
- 3(d) Current members of the IAC are identified in the **Internal Advisory Committee Charter** (attached in the Bylaws APPENDIX), which will be updated annually. The Center Director is an *ex officio* member of the IAC.

SECTION 4. The Center shall create an External Advisory Committee (EAC) with the following structural and functional elements:

- 4(a) The primary role of the EAC is to serve as a senior strategic team responsible for driving the advancement of the scientific, communication, and educational goals of the Center. Their multi-sector composition will work to ensure that

the credibility, independence, and transparency of the Center are never compromised.

4(b) The EAC will be composed of representatives from the following organizations:

- Center Members
- Academic institutions other than MSU
- Government organizations
- Non-governmental organizations.

The goal is to ensure that the number of Center Member representatives never exceeds the number of representatives from the other sectors.

4(c) Representatives of the Centers Members on the EAC will be elected by the Official Representatives (see ARTICLE II, SECTION 5(b)). Representatives of all other sectors on the EAC will be appointed by the IAC (see ARTICLE IV, SECTION 3(b)).

4(d) The current members of the EAC are identified in the **External Advisory Committee Charter** (attached in the Bylaws APPENDIX).

SECTION 5. The Center shall create an Emerging Issues Committee (EIC) with the following structural and functional elements:

5(a) The primary role of the EIC is to serve as the scientific steering committee for the Center by working with the Center Director to set and prioritize short-term and long-term strategic scientific objectives of importance to ingredient safety.

5(b) The EIC will be composed of representatives from the following organizations:

- Center Members
- Academic institutions other than MSU
- Government organizations
- Non-governmental organizations.

The goal is to ensure that the number of Member representatives never exceeds the number of representatives from the other sectors.

5(c) Representatives of the Members on the EIC will be elected by the Center Members (see ARTICLE II, SECTION 5(c)). Representatives of all other sectors on the EIC will be appointed by the IAC (see ARTICLE IV, SECTION 3(b)).

5(d) The current members of the EIC are identified in the **Emerging Issues Committee Charter** (attached in the Bylaws APPENDIX).

ARTICLE V: REPORTS

SECTION 1. The Director will prepare annual “update reports” for the three areas identified in the Preamble: scientific research (including each CRIS research project), education and training, and risk communication, and collect a report from the Center committees (IAC, EAC, and EIC). These reports will be presented at the CRIS annual meeting (see ARTICLE VI).

SECTION 2. The Director will also facilitate the development and distribution of a final report when a Center Research project is completed.

ARTICLE VI: MEETINGS

SECTION 1. There will be an Annual Meeting of Center Members, other stakeholders, and invited participants as approved by the Director. The Annual Meeting will be announced with at least a six (6) months written notice in accordance with ARTICLE II, Section 7. The date for the Annual Meeting will ideally be announced before or at the prior year’s Annual Meeting to allow for maximum participation.

SECTION 2. The Annual Business Meeting of the Official Representatives will generally take place during the Annual Meeting. The Annual Business Meeting must have a quorum of >50% of Official Representatives present, including individuals identified as proxies (see ARTICLE II, SECTION 6). If a quorum of the Official Representatives is not able to attend the Annual Meeting, as scheduled, then no voting can be conducted. In that situation, either voting will be conducted via email, or the Director will provide an alternative date within 15 days of the proposed Annual Meeting date.

SECTION 3. Special meetings may be called by an Official Representative or the Director with at least two (2) weeks advanced notice (ARTICLE II, SECTION 8).

Center for Research on Ingredient Safety (CRIS)
Internal Advisory Committee
Charter (*Approved on September 19, 2017*)

Michigan State University (MSU) established the Center for Research on Ingredient Safety (CRIS) in 2014 to serve as a program with a focus on the safe use of chemical ingredients in consumer packaged goods including foods, beverages, cosmetics and household consumer products that will broadly build capability in three areas: scientific research, education & training, and risk communication. It is envisioned that the impact of CRIS will be achieved through the following goals:

- Produce and disseminate unbiased research data and analysis on the safe use of ingredients in food and consumer products
- Establish advanced training to develop the next generations of toxicologists with expertise in ingredient safety
- Develop independent and effective risk communication aimed at supporting evidence-based decision making

As part of the proposal to place the Center on the campus of MSU, the founders agreed that a team called the Internal Advisory Committee (IAC) would be established that would be responsible for the day-to-day administrative oversight of CRIS, and that would reflect the three fundamental activities at the core of the Center.

STRUCTURE AND OPERATION OF THE IAC

The optimal structure of the IAC requires an approach that integrates the perspective of individuals involved in leading academic units on the MSU campus aligned with the goals of CRIS:

- (1) Current composition of the IAC:
 - a. Chair, Department of Food Science and Human Nutrition (FSHN)
 - b. Chair, Department of Pharmacology and Toxicology (PHM)
 - c. Director, Institute of Integrative Toxicology (IIT)
 - d. Director, MSU AgBioResearch
 - e. Assistant Vice President, Office of the Vice President for Research and Graduate Studies
 - f. Associate Dean for Research, College of Agriculture and Natural Resources

- (2) Terms of service on the IAC:
 - a. As the members of the IAC serve because of the roles that they play at their respective academic institutions, they will serve as long as they are in the roles identified above
 - b. When a member of the IAC steps down from their current position, they will ideally be replaced on the IAC by the individual who replaces them in that role

- c. New members representing other academic units can be added to the IAC based on the consensus and recommendations of the current members
- (3) IAC Operations:
- a. The Chair, Food Safety and Human Nutrition, and the Director, Institute for Integrative Toxicology, will serve as co-chairs of the IAC
 - b. The Director and Endowed Chair, Center for Research on Ingredient Safety (CRIS), will be an *ex officio* member of the IAC
 - c. The Center Director will work with the two co-chairs to coordinate the activities of the IAC

FUNCTIONS OF THE IAC

The IAC has two primary functions:

1. Provide the day-to-day administrative oversight of CRIS
2. Maintain fiscal oversight of the programs within the Center to ensure the appropriate distribution of resources

General activities to be carried out by the IAC:

- (1) Provide the day-to-day administrative oversight for the Center through the following activities:
 - a. Review documents prepared by the Director in support of establishing the infrastructure of the Center
 - b. Assist the Director in planning meetings for the Center, including the Annual Meeting
 - c. Advise the Director on approaches to resolve conflicts, address challenges and respond to questions associated with the activities of the Center
 - d. Recommend approaches to the Director to ensure that the Center is focused on meeting its goals, milestones, and objectives
 - e. Support the Director in formulating and implementing performance metrics for the Center
- (2) Work with the Director to ensure that the Center has the necessary resources to meet its goals, milestones, and objectives relative to the primary activities envisioned for CRIS
- (3) Make appointments for non-industry representatives to the External Advisory Committee (EAC) and the Emerging Issues Committee (EIC) [Note: the industry representatives to these committees will be elected by the Center Members in accordance with the Center's Bylaws]

Specific activities to be carried out by the IAC:

- (1) Assist the Director in building a network of investigators across relevant programs on the MSU campus to support the CRIS scientific research goals
- (2) Provide recommendations to the Director on approaches to expand the reputation of the Center on the MSU campus
- (3) Advise the Director on approaches to resolve conflicts, address challenges and respond to questions associated with MSU policies and procedures
- (4) Bring research, educational & training, and communication activities consistent with the Mission and Vision of CRIS to the attention of the Center Director
- (5) Provide recommendations to the Center Director on ways to improve the communication strategy of CRIS (e.g., website, e-newsletter, etc.)
- (6) Assist the Center Director in identifying potential candidates representing the external academic community, government organizations, and non-governmental organizations (NGOs) for service on the CRIS EAC and EIC

IAC MEETINGS:

To the extent possible, the IAC shall meet face-to-face monthly. Ideally, at least one of the two co-chairs should be present at each meeting of the IAC. Guests may attend with the agreement of the majority of IAC members. The Director will develop and distribute a 'draft' agenda at least 48 hours in advance of an IAC meeting, and will develop 'draft' minutes within two weeks after an IAC meeting.

Center for Research on Ingredient Safety (CRIS)
External Advisory Committee (EAC)
Charter (October 6, 2016)

Michigan State University (MSU), with encouragement from the consumer products industry, non-government organizations, senior government representatives, and academics, established the Center for Research on Ingredient Safety (CRIS) in 2014. The founders established CRIS to serve as an academic center of expertise on matters related to the safe use of ingredients in the broad-based range of consumer packaged goods including foods, beverages, cosmetics, household care, personal care, and other product types.

During initial discussions CRIS' founders were clear that the Center needed to be established with a structure that would enable it to deliver information, research, training, and analysis on the safe use of consumer product ingredients free from untoward influence by special interests. The founders also considered it essential that mechanisms be established to ensure that CRIS operates programs aligned with the expectations of its Members, and is managed effectively. The founders agreed that MSU would establish a team called the External Advisory Committee (EAC) that would have responsibility for ensuring that these imperatives are achieved in an appropriately balanced manner.

FUNCTIONS OF THE EAC

The EAC has two functions:

1. Support CRIS in maintaining independence of its academic outputs from the interests of CRIS Members and other interested parties in order to ensure the integrity and credibility of information delivered by the Center's scientists.
2. Provide support needed to help ensure CRIS develops and effectively executes strategies and actions focused on solving problems aligned with the priorities of CRIS stakeholders.

These dual roles are important. On the one hand, the EAC will need to help ensure that all scientific outputs (publications, opinions, press statements, etc) are of high quality and independent from untoward influence by special interests. On the other hand, the EAC will represent CRIS Members by making sure that CRIS programs are aligned to stakeholders' priorities and are operating effectively.

Specific activities to be carried out by the EAC:

- (1) Support CRIS in development and updating of its Vision, Mission, Objectives, Goals, Strategies and performance measures.

- (2) Provide support to CRIS staff as needed to ensure the overall effectiveness of the program.
- (3) Support CRIS in maintaining independence of its academic outputs from the interests of CRIS Members and other interested parties in order to ensure the integrity and credibility of information delivered by the Center's scientists.
- (4) Provide support needed to help ensure CRIS develops and effectively executes strategies and actions focused on solving problems aligned with the priorities of CRIS stakeholders:
 - a. Provide a view to the CRIS Director and the members of the Internal Advisory Committee (IAC), as appropriate, on CRIS performance against agreed measures at least once per year, or more frequently as may be needed.
 - b. Review the status of the endowment and CRIS budget on a regular frequency. Provide guidance to the CRIS Director to help ensure the adequacy and stability of funding needed to support the Center.
 - c. Engage with the IAC and MSU leadership to support implementation of performance improvement plans in the event that such action is needed.
- (5) Assist CRIS in growing support for the work done by the Center:
 - a. Recruiting new CRIS Members.
 - b. Procuring outside sources of funding for research projects.
- (6) Make recommendations to the IAC for new committee members for both the EAC and the Emerging Issues Committee when the terms of committee members conclude.

EAC MEETINGS:

The EAC shall meet formally at least once per year, or more often as the EAC Executive Team (defined below) may determine is appropriate. The meetings will be open to EAC members and the CRIS Director. Guests may attend with the agreement of the majority of EAC members. The EAC may also hold Executive Sessions that would include EAC members only. An Executive Session of the EAC may only be called if a quorum of half the members and reflecting all sectors are present.

STRUCTURE AND OPERATION OF THE EAC

CRIS is envisioned to be a new partnership between academia, industry, government, and non-governmental organizations (NGOs) focused on chemical-based ingredient safety. The optimal structure of the EAC reflects the commitment of the Center to diversity and balance, as reflected by the following qualities:

- (1) Membership composition:
 - a. A maximum of five representatives from CRIS Member private sector organizations
 - b. A minimum of two representatives from academic institutions other than MSU
 - c. A minimum of two representatives from government organizations

- d. A minimum of two representatives from NGOs
- (2) Terms of service on the EAC:
 - a. The members of the EAC will serve on a rotating basis to ensure opportunity for many to serve
 - b. Ideally, one third of the members of the EAC, reflecting all sectors, will rotate off in any given year
 - c. Terms of service will overlap to ensure continuity of knowledge within the committee
 - d. The duration of the term of service will be 3 years
 - e. Members can serve a maximum of two consecutive 3-year terms; but can be re-considered for membership on the EAC after sitting out a full term
- (3) Appointment of members to the EAC:
 - a. Representatives from CRIS Member private sector organizations will be elected by CRIS Members in accordance with the CRIS Bylaws
 - b. Representatives from all other sectors on the EAC will be appointed by the IAC in accordance with the CRIS Bylaws
- (4) EAC Operations:
 - a. The members of the EAC will select / elect a chair, and a vice chair who will serve staggered two-year terms
 - b. The chair, vice chair, and the Center Director will constitute the Executive Team of the EAC
 - c. The Executive Team will work together to coordinate the activities the EAC
 - d. It is envisioned that the vice chair will normally become the chair
 - e. The chair and vice chair should alternate representing the industry and non-industry sectors of the EAC, respectively

Center for Research on Ingredient Safety (CRIS)
Emerging Issues Committee (EIC)
Charter (October 6, 2016)

Michigan State University (MSU) established the Center for Research on Ingredient Safety (CRIS) in 2014 to serve as a hub for objective science that adds rigor and data to the highly visible discourse on consumer product and ingredient safety. CRIS was envisioned by its founders as a program with a focus on the safe use of chemical ingredients in consumer packaged goods including foods, beverages, cosmetics, household care, personal care, and other product types, that will broadly build capability in three areas: scientific research, risk communication, and education & training.

During the early stages in the evolution of CRIS, the founders envisioned that the Center would be built into the leading source of research and data on ingredient safety, and that the impact of the scientific research conducted by CRIS would be judged through the following activities:

- Develop and implement a process to set and prioritize short-term and long-term strategic and scientific objectives of importance to ingredient safety
- Produce and disseminate unbiased and credible research data and analysis on the safe use of ingredients in food and consumer products.
- Offer unbiased and transparent evaluation of new technology that can be applied to evaluate ingredient safety.
- Generate results from collaborative research on ingredient safety.

The founders agreed that MSU would establish a team called the Emerging Issues Committee (EIC) that would have responsibility for developing and implementing a process to facilitate achieving these milestones

“Ingredients” as embodied in the name of CRIS, and hence defining the scope of work falling within the remittance of CRIS, will be determined by the EIC and subsequently shared with stakeholders.

FUNCTIONS OF THE EIC

The EIC, which is considered to be crucial to the success of CRIS, has two functions:

1. Serve as the scientific steering committee for the Center
2. Develop and implement the ‘emerging issues’ process for the Center

The ‘emerging issues’ process is designed to be applied at two levels. First, the EIC should play a critical role in identifying issues associated with ingredient safety, as they emerge. Second, based on these emerging issues, and on existing questions about ingredient safety, the EIC should set and prioritize short-term and long-term strategic scientific objectives.

Specific activities to be carried out by the EIC:

- (1) Support CRIS in developing and updating its Vision, Mission, scope, objectives, goals, and performance measures relative to scientific research conducted by the Center
- (2) Develop and implement processes for the Center to:
 - a. track emerging issues with a focus on ingredient safety in ‘real time’
 - b. set and prioritize short-term strategic scientific objectives (< one year)
 - c. set and prioritize long-term strategic scientific objectives (three to five years)
 - d. resolve questions that emerge involving exceptions to the definition of “ingredients” highlighted above
- (3) Meet at least twice a year to solicit, discuss, and prioritize emerging / existing issues of potential importance to the Center
- (4) Develop a prioritized list of research objectives (ideally) prior to the CRIS Annual Meeting
 - a. The Director will subsequently develop plans to meet as many of the objectives as feasible with the available resources
 - b. The Director with the support of the Internal Advisory Committee (IAC) will then be responsible for assuring the execution of the indicated research with the allocated financial resources
- (5) Support CRIS in maintaining independence of its scientific research outputs in order to ensure the integrity and credibility of information delivered by the Center’s scientists
 - a. In accord with the CRIS Bylaws, for Center Research projects prioritized by the EIC and conducted within the Center, the non-industry representatives on the EIC shall have 2 weeks to review prior to submission of materials for publication
 - b. Make recommendations to the Director for potential external non-industry reviewers
- (6) Make recommendations to the Director for potential new members of the EIC representing either the members or the non-industry representatives

EIC MEETINGS:

The EIC shall meet formally at least twice per year, or more often as the EIC Executive Team (defined below) may determine is appropriate. The meetings will be open to EIC members and the CRIS Director. The meetings do not have to be face-to-face, and can be conducted via teleconferences or web-based meetings. Guests may attend with the agreement of the majority of EIC members.

STRUCTURE AND OPERATION OF THE EIC

CRIS is envisioned to be a new partnership between academia, industry, government, and non-governmental organizations (NGOs) that will become recognized as the leading source of research and data on ingredient safety. It will be key to identify stakeholders

who, although representing diverse sectors, have an interest in applying objective science to improve our understanding of consumer product safety as it relates to ingredients. The optimal structure of the EIC requires an approach that integrates the perspective of multiple stakeholders, as reflected by the following qualities:

- (1) Membership composition:
 - a. A maximum of five representatives from CRIS Member private sector organizations
 - b. A minimum of two representatives from academic institutions other than MSU
 - c. A minimum of two representatives from government organizations
 - d. A minimum of two representatives from NGOs
- (2) Terms of service on the EIC:
 - a. The members of the EIC will serve on a rotating basis to ensure opportunity for many to serve
 - b. Ideally, one third of the members of the EIC, reflecting all sectors, will rotate off in any given year
 - c. Terms of service will overlap to ensure continuity of knowledge within the committee
 - d. The duration of the term of service will be 3 years
 - e. Members can serve a maximum of two consecutive 3-year terms; but can be re-considered for membership on the EIC after sitting out a full term
- (3) Appointment of members to the EIC:
 - a. Representatives from CRIS Member private sector organizations will be elected by CRIS Members in accordance with the CRIS Bylaws
 - b. Representatives from all other sectors on the EIC will be appointed by the IAC in accordance with the CRIS Bylaws
- (4) EIC Operations:
 - a. The members of the EIC will select / elect a chair, and a vice chair who will serve staggered two-year terms
 - b. The chair, vice chair, and the Center Director will constitute the Executive Team of the EIC
 - c. The Executive Team will work together to coordinate the activities the EIC
 - d. It is envisioned that the vice chair will normally become the chair
 - e. The chair and vice chair should alternate representing the industry and non-industry sectors of the EIC, respectively