**ICB Bylaws as of January 2023**

**Dr. Leland (Lee) S. Stone –** *ARC* **/ Ms. Mary E. Livingston – *ARC* / Dr. Bilal M. M. Bomani – *GRC* /
Dr. Robert Okojie – *GRC* / Mr. Timothy Risch -** *AFRC*

**Voting Rules for the ICB Board (current practice):** In order for a General ICB Board vote to be approved, a quorum (Majority + One) must be present and agree/approve the issue.

**ICB-BLD1: All voting ICB members are encouraged to submit initial scores, with Degree of Confidence (DoC) on the subject matter, to the By-laws Committee two days before the full ICB meeting to deliberate on the Invention of the Year (IOY) and Software of the Year (SOY).**

***Updated Notes***: It was agreed in principle that item #1 will consist of three phases;

**Phase 1** – All ICB Members will be encouraged to score each presentation and submit their scores to the ICB Bylaws committee by 12 PM (noon) EST, the day after ICB Presentations for IOY and SOY.

**Phase 2** – The ICB Bylaws committee will receive the scores and eliminate the outliers for each. The score for each will range from 0.1 to 9.5 and will reflect an ICM Board member’s “**Degree of Confidence**” (DoC) in the area/field presented. For Example, if one chooses a score of 5 as a baseline, they can rate it a 5.1 to 5.5 where the 1 signifies Low Confidence and the 5 signifies High Confidence.

**Phase 3** - The ICB Bylaws committee will submit the “ICB Board Preliminary Scores” to NASA HQ as well as all ICB Board Members by 9 AM (EST) the day of deliberations as the starting point for the scoring section of our deliberation process…

* *The starting point is just that: it does not bind the ICB in its deliberations or in its final scoring.*

**ICB-BLD2: The ICB presentation slides shall be submitted to the Board at least one week before they are to be presented.**

*It was agreed that no significant changes to the presentations will be allowed after submission to the Board. For late submissions, there will be a 5% penalty (i.e., reduction in overall score) per day, up to a maximum of 25%. This was added to account for LATE Submissions from presenters.*

**ICB-BLD3: A NEW scoring system will be used for the Creativity Score, ranging from 1.0 to 5.0 and include half-scoring.**

It was agreed upon the ICB Bylaws committee to change the Creativity score from 0-10 to a scale of **1.0 to 5.0** to include half-scoring (1.0, 1.5, 2.0, 2.5, 3.0, 3.5, 4.0, 4.5, 5.0) and minimize confusion over the impact of the Creativity score metric. The following will be the guidelines for the Creativity Scores:

**1:** Solely a new application of existing technology.

**2:** Small, logical, straightforward step.

**3:** Moderate, logical step, advancing the state of the art.

**4:** Substantial, large step.

**5:** Revolutionary or Disruptive to the state of the art.

**ICB-BLD4: NASA’s Office of General Counsel in consultation with the ICB’s Chief Technologist will provide in writing an eligibility determination for each IOY/SOY submission related to the Government and/or Commercial IOY/SOY, prior to the ICB Presentations.**

***The ICB Board shall not meet to see the formal presentations until this information is received.***

**ICB-BLD5: The ICB Board shall be given at least a 1-Week notice before IOY/SOY packages are to be presented to review presentation documents (presentations are optional). Deliberations shall begin no less than 2-days after presentations.**

***The ICB Board needs sufficient time to digest the submitted materials in order to adequate evaluate a presentation. The following is an example of a potential schedule for IOY for 2022.***

**Presentation (optional) packages due to NASA HQ : March 1st, 2022**

**First Day of Presentations: March 22nd, 2022 (11 AM EST)**

**Initial Preliminary Scores from ICB Board due to ICB Bylaws Committee: March 23rd, 2022 (5PM EST)**

**Optimization of Preliminary Scores submitted to NASA HQ: March 23th, 2022 (8 PM EST)**

**Final Preliminary Scores sent to entire ICB Board: March 24th, 2022 (9 AM)**

**Deliberations begin: March 24th, 2022 (11 AM EST)**

**ICB-BLD6: Recusal of an ICB Board Member from Final Scoring a Presentation/Technology/Invention originating *from ICB Board Member’s Listed/Badged Location.***

*The ICB shall ensure the absence of the perception of bias when members evaluate and score submissions from their respective centers where they are badged.  To that effect, each ICB member shall abstain from proposing or voting on a final score for a candidate technology submitted by their center, if they have any involvement with the technology development or with members of the team beyond that of other ICB members from other centers, but the decision to recuse shall ultimately rest on the judgement of the individual member. The decision to recuse does not prevent such member from evaluating, proposing an initial score, and contributing to the deliberation of all of the submissions.***ICB-BLD7: ICB Award Budget on IOY/SOY/Board awards.**

*1/3 (one third) of the ICB Awards budget shall be reserved for board awards that will be awarded quarterly.  The remaining fund balance shall be used for IOY/SOY awards*

**ICB-BLD8: The ICB shall adopt a Revision of the Invention of the Year Scoresheet based on the scoresheet dated 12/13/2021.**

**ICB-BLD9: The ICB shall adopt a Revision of the Software of the Year Scoresheet based on the scoresheet dated 03/07/2022.**