

Minnesota Regional Network

Bylaws

September 23, 1987

Article I. Organization Name

1.0 The name of the organization is the

MINNESOTA REGIONAL NETWORK

or

MRnet.

Article II. Purpose

2.0 The membership of the MINNESOTA REGIONAL NETWORK has  
joined together to:

2.0.1 Promote connectivity to support the educational,  
research, or development endeavors by its members  
and their clients.

2.0.2 Pursue connections to other networks as deemed  
appropriate by its members.

2.0.3 Provide a forum for discussion of networking  
issues and concerns.

Article III. Membership

- 3.0 General: MRnet shall be made up of Member Institutions, where memberships granted to those applying institutions whose proposed use of MRnet is approved by the MRnet Member Institutions.
- 3.1 Criterion for membership: A company, organization, or institution which subscribes to the purpose stated in Article II.
- 3.2 Applications for membership:
- 3.2.1 An Institution applying for membership must submit an application to the Secretary of the Executive Committee who shall process all applications in accordance with MRNet policies and applicable Bylaws. The application must adequately show the Institution's ability to meet all requirements stated in section 3.3.
- 3.2.2 Applications for membership are to be reviewed at duly convened meetings of the Executive and Technical/Operations Committees. The Executive Committee will submit its recommendations to the

entire MRnet membership. The Executive Committee shall also set a deadline for Institutional discussion and voting on approval of the application. The deadline must be at least thirty days and not exceed six months.

- 3.2.3 An applicant shall become a member upon receiving a two-thirds (2/3) majority approval from the Institutional Members, with any Institutions

abstaining counted as affirmative votes. A minute containing the vote and any pertinent discussion shall be generated by the Secretary and sent to the applying institution.

### 3.3 Requirements for membership:

3.3.1 Network usage strategy: Institutions applying for membership must submit plans describing their intended usage of MRnet, and how this usage relates to the purpose of MRnet as described in Article II.

3.3.2 Proposal for regional network connection: Applicants must submit plans to provide hardware, communications facilities, and software for linking to the MRnet physical network.

3.3.3 Naming of representatives: Applications must name Institutional and Technical Representatives. These persons will be point contacts for any distribution of MRnet business.

3.3.3.1 Institutional: This person is responsible for communicating policy concerns to the Member Institution, and provide MRnet with his or her Institution's position on issues of importance. This person is responsible for the Institution's vote when called for by the Chair of the Executive Committee.

3.3.3.2 Technical: This person is responsible for providing support to the Institution's network link, disseminating MRnet information to end-users, and reporting on the status of networking at the Member Institution.

3.3.4 Institutional support: The Institution must state that it will provide the manpower and

equipment necessary to maintain an adequate link to MRnet. Institutions are responsible for their own internal networks and for support of their own user community.

- 3.3.5 Network support: The Institution must be able to provide limited support of Network trouble-shooting, error correction, gateway maintenance, and other duties pertaining to running MRnet efficiently.
- 3.3.6 Limitation of liability: An officer of each Institution shall sign an agreement to hold MRnet, its officers, and its members harmless from any liability arising from lost profits, loss of opportunity, or any other loss which may result from the use of, or lack of use of, MRnet.

#### 3.4 Rights of membership:

- 3.4.1 Use of MRnet: Member Institutions may send and receive data on MRnet's physical network for the purposes stated in Article II.
- 3.4.2 Use of gateways/links to other networks: Members may use the MRnet network to gain access to all other networks with which it connects, directly or indirectly. Any use of such networks is subject to the rules and Bylaws of all intermediate networks and gateways.
- 3.4.4 MRnet voting: As required by the Bylaws or requested by the Chair of the Executive Committee, when a vote is called, each Member Institution is allowed one (1) vote, for which the Institutional Representative is responsible.
- 3.4.5 Elected office: Institutional and Technical Representatives from Member Institutions shall have the right to hold elected office.

#### 3.5 Membership dues:

- 3.5.1 Upon two-thirds (2/3) approval by Institutional vote, with abstentions counting as affirmative votes, MRnet may impose a dues structure on its Institutional Members, to defray the costs of MRnet business as identified in the annual budget.
- 3.5.2 Membership dues are payable in full on the first day of each fiscal year for existing Members.

Membership dues for new members are due when they are accepted, on a pro-rated basis.

3.6 Membership responsibilities:

- 3.6.1 Each Member Institution, when using MRnet, must abide by all rules and Bylaws in force at that time. They must also abide by all cooperative agreements as defined by the Executive Committee in conjunction with other network organizations.
- 3.6.2 Each Member Institution must provide local network trouble-shooting support as best as it is able.
- 3.6.3 Each Member Institution must support MRnet in its end-user services, daily operations, trouble-shooting, and technical management.

3.7 Termination of membership:

- 3.7.1 Voluntary: An Institution may terminate membership at any time; however, they must fulfill all obligations to MRnet and assist in the transfer of these obligations to another institution.

- 3.7.2 Involuntary: If a Member Institution does not act in accordance with standing MRnet rules or Bylaws, or abuses its right of network use, the Executive Committee shall send a letter of warning to its Institutional Representative. If the abuses persist, the Committee shall then recommend disqualification of the Institution's membership, and if warranted, disconnect the Institution's physical link to MRnet.
  - 3.7.2.1 An Institutional vote will be called to formally terminate the membership, with a two-thirds vote of the entire Membership required to revoke membership. A deadline must be set that will be at least 30 days and not later than 6 months. A minute containing the vote and any pertinent discussion shall be generated by the Secretary and sent to the warned institution.
- 3.7.3 In the event of either a voluntary or involuntary termination, the terminating Member has no claim to assets held by MRnet.

#### Article IV. Structure

- 4.0 General: The activities of MRnet shall be administered by the Executive Committee, as advised by one standing committee, the Technical/Operations Committee.
- 4.1 Executive Committee:
  - 4.1.1 The Executive Committee is responsible for the efficient administration of MRnet, as put forth

in Article V.

4.1.2 The Executive Committee is composed of a Chair, Vice Chair, Treasurer, and Secretary.

4.2 Technical/Operations Committee:

4.2.1 The Technical/Operations Committee shall be chaired by the Vice Chair of the Executive Committee.

4.2.2 The Technical/Operations Committee shall consist of the Technical Representatives from all Member Institutions.

4.2.3 The Technical/Operations Committee is responsible for advising and assisting the Executive Committee in managing the technical aspects of MRnet and providing review of proposed changes of the physical network topology.

4.3 Other committees:

4.3.1 The Executive Committee may recommend the formation of additional committees, either ad hoc or standing, and determine the charge of such committees.

4.3.2 Ad hoc committees must have either a specific purpose or a date of termination associated with their formation.

4.3.3 Standing committees must be approved by amendment to these Bylaws.

Article V. MRnet Executive Committee

5.0 General:

5.0.1 The Executive Committee shall meet with regular



frequency to oversee MRnet business.

5.0.2 Quorum: At all meetings of the Executive Committee at least two-thirds (2/3) of the Committee's voting members must be present to act on MRnet business.

5.1 Elected officers:

5.1.1 Four voting Executive Committee officers shall be elected from Member Institution's Institutional and Technical Representatives. These officers will be elected as the Chair, Vice Chair, Secretary and Treasurer.

5.1.2 The term of office for an elected officer shall be one year, renewable by election.

5.1.3 Each term of office shall begin January 1.

5.1.4 In the event the Chair is not able to attend an Executive Board meeting, the Vice Chair shall act as chairman of the meeting.

5.2 Other committees:

5.2.1 Standing committees may be assigned a voting seat on the Executive Committee, as part of their charter. Such a change in the Executive Committee structure requires an amendment to these Bylaws.

5.2.2 Ad hoc and standing committees may be invited by the Executive Committee to select a non-voting representative to attend Committee meetings.

5.3 Responsibilities of the Executive Committee:

5.3.1 The Committee shall represent the Membership with respect to MRnet activities and purposes set forth in these Bylaws, and in written policies of MRnet.

5.3.2 The Executive Committee shall establish committees and groups necessary to implement

decisions and policies.

- 5.3.3 The Executive Committee shall create an annual budget based on a July 1 through June 30 fiscal year, and administer funds, as described by Article IX.

- 5.3.4 The Executive Committee shall receive, review, and determine the disposition of applications for establishing Institutional Membership.
- 5.3.5 The Executive Committee shall establish procedures for the orderly operation of MRnet, its physical plant, use of funds, and information exchange.
- 5.3.6 The Executive committee shall make nominations and hold elections for vacancies on the MRnet Executive Committee as required by Article VI.
- 5.3.7 The Executive Committee shall interpret these Bylaws.
- 5.3.8 The Executive Committee shall seek to establish a Network Information Center to inform members and interested parties of MRnet activities.
- 5.3.9 The Executive Committee shall perform all other duties which customarily pertain to the administration of a regional wide-area network.

5.4 Responsibilities of the Chair:

- 5.4.1 The Chair shall be responsible for presiding over Executive Committee and general business meetings.

- 5.4.2 The Chair shall act as official representative of MRnet in dealings with other network associations, institutions, and agencies.
  - 5.4.3 The Chair shall provide for the discharge of necessary duties of absent members of the Executive Committee.
  - 5.4.4 The Chair shall be responsible, with the Treasurer, for the treasury.
  - 5.4.5 The Chair shall oversee all activities of the Executive Committee.
  - 5.4.6 The Chair is responsible for organizing and coordinating general meetings.
- 5.5 Responsibilities of the Vice Chair:
- 5.5.1 The Vice Chair shall substitute for the Chair in his or her absence.
  - 5.5.2 The Vice Chair shall preside over meetings of the

Technical/Operations Committee.

- 5.5.3 With the Secretary, the Vice Chair shall oversee the Network Information Center.
  - 5.5.4 The Vice Chair is responsible for insuring the network is functioning efficiently and standards are being followed.
- 5.6 Responsibilities of the Treasurer:
- 5.6.1 The Treasurer shall maintain financial records, distribute funds properly authorized by the

Executive Committee and assure compliance with terms and conditions of any outside funding.

5.6.2 The Treasurer shall consign with the Chair all financial and contractual obligations.

5.6.3 With the Chair, the Treasurer is responsible for the Treasury.

5.7 Responsibilities of the Secretary:

5.7.1 The Secretary shall take and distribute minutes of Executive Committee meetings.

5.7.2 The Secretary shall receive and distribute all inquiries made to the Executive Committee. This role includes acting as the MRnet News Group Moderator.

5.7.3 With the Vice Chair, the Secretary shall oversee the Network Information Center.

5.7.4 The Secretary shall insure that all Bylaws are being followed.

5.7.5 The Secretary is responsible to oversee all elections.

Article VI. Executive Committee Officer Elections

6.0 Nominations:

6.0.1 All MRnet Institutional and Technical Representatives shall be eligible to make nominations or be nominated for election to the Executive Committee.

6.0.2 Nominations shall be opened on or prior to October 1, at which time the Executive Committee

shall present to the Membership a slate of at least one nominee for each vacant office and shall at that time call for additional nominations.

6.0.3 Nominations must be submitted in writing to the Secretary.

6.0.4 Nominations shall close November 1.

## 6.1 Elections:

6.1.1 General elections shall be held annually for all elected positions on December 1. The Secretary of the Executive Committee shall distribute ballots to all Representatives no later than November 7. Ballots must be returned to the Secretary before December 2.

6.1.2 The ballots of all elections will be counted within one week following the close of voting. No ballots will be counted if received after December 1. All candidates for office will be informed immediately of the results of the election by the Secretary of the Executive Committee.

6.1.3 Term of office shall begin January 1. All terms of office shall be one year, except for the first election.

6.1.4 The First Election: To allow for officer elections as soon as possible after the ratification of these Bylaws, the term of office for the first election shall be adjusted so it will conclude on December 31, and shall be no shorter than 6 months.

6.1.5 Special elections: The Chair of the Executive Committee shall call special elections as determined necessary by the Executive Committee.

## Article VII. Meetings

### 7.0 General meetings:

- 7.0.1 MRnet shall hold at least two meetings a year which will be in conjunction with an open business meeting.
- 7.0.2 At least one month notice shall be sent to all

Representatives.

7.1 Executive Committee meetings:

- 7.1.1 There shall be at least four Executive Committee meetings a year. These meetings should be supplemented with communications within the Committee during the interim.
- 7.1.2 Executive Committee meetings are open to all Institutional and Technical Representatives and guests of the Executive Committee. Representatives shall be notified in advance of meeting dates and locations.
- 7.1.3 The Chair may call emergency meetings.

7.2 Standing committee meetings: The standing committees shall meet at least four times a year. In addition, the Executive Committee may call for emergency meetings of a standing committee.

Article VIII. Amendments

8.0 General:

- 8.0.1 A ballot on an amendment to MRnet Bylaws may be initiated either by the Executive Committee or by petition of one-third (1/3) of the Institutional Members.

8.0.2 All Member Institutions must have the opportunity to vote on amendments. The Secretary shall prepare and send to each Institutional Representative a statement of the proposed amendments and a ballot, along with a specified due date. The due date shall be at least thirty days from the time of delivery, but not more than six months.

8.1 Ratification:

8.1.1 Amendments to these Bylaws must be approved by an affirmative vote of two-thirds of the entire Membership.

8.1.2 All ballots must be returned to the Secretary. Any ballot not received within the specified date shall be considered an affirmative vote on all proposed amendments.

Article IX. Financial Structure

9.0 General:

9.0.1 MRnet will initially operate as a not-for-profit organization. MRnet intends to incorporate as a Minnesota not-for-profit corporation.

9.0.2 Sources for funding may include membership dues, grants, cooperative agreements with other networks, and "payment-in-kind" services.

9.0.3 All MRnet resources are available without charge to its Members, and to the members of networks affiliated with MRnet, except for annual

membership dues.

9.0.4 Any MRnet expenditure above \$1,000 requires the unanimous approval of the Executive Committee, with notification to Members.

9.0.5 MRnet can only authorize the expenditure of funds in hand.

## Article X. Network Standards

### 10.0 General:

10.0.1 MRnet shall adopt a set of standards to insure effective use of the network.

10.0.2 The Executive Committee is responsible for the implementation and monitoring of all network standards.

### 10.1 Topology:

10.1.1 The physical topology will consist of a central hub with communications lines to Member sites.

10.1.2 This hub shall exist in the Minneapolis/St. Paul area, preferably at a Member site.

10.1.3 The recommended manner of connection is one spoke per Institution. Institutions may share a spoke upon mutual agreement.

10.1.4 The MRnet physical network is considered to be only the hub and any other equipment acquired by MRnet used to carry network traffic. MRnet is not responsible for the physical links to the hub



by its Members.

10.2 MRnet protocols:

10.2.1 The selected protocol for data communications shall be IP (Internet Protocol). Unless approved by the Executive Committee, no other protocol shall be transmitted on the physical plant of MRnet. Member Institutions are responsible for filtering all non-IP traffic before it reaches the MRnet physical network.

10.2.2 Member Institutions must coordinate their Internet Domain Names, Autonomous Systems, and Domain Name Servers with the Executive Committee.

10.2.3 MRnet will strive to maintain network protocols consistent with the state of the art, national standards, and if required, any national networks to which access is required.

10.2.4 The Executive Committee shall bring to a vote before all Member Institutions any changes to MRnet standard protocols, as recommended by the Executive Committee and the Technical/Operations Committee. Unanimous approval is required for passage.

10.3 Routing traffic onto the MRnet physical network:

10.3.1 Member Institutions are responsible for insuring the correct routing of data onto the MRnet network.

10.3.2 Any flagrant contamination of the MRnet network, such as data packets incorrectly routed or non-standard protocols, by a Member Institution may be grounds for immediate disconnection from the physical network.

10.4 Gateways to other networks:

10.4.1 NSFnet: MRnet shall strive to maintain a connection with NSFnet. This will include adherence to NSFnet connection policies on regional networks and maintaining adequate funding for a connection to NSFnet.

- 10.4.2 BITNET: MRnet shall seek to maintain a path to BITNET.

- 10.4.3 Other gateways: Any gateway or direct link to a regional, national, or international network must have the following steps completed before it is approved:
  - 10.4.3.1 The Technical/Operations Committee must determine the shared cost/commitment of such a link.
  - 10.4.3.2 The Executive Committee must reach an agreement with the other network organization concerning the technical and fiscal ramifications of the link.
  - 10.4.3.3 Member Institutions must approve the link unanimously.
- 10.4.4 Upgrades or changes to outside links must be approved using the steps in section 11.4.3.
- 10.4.5 Institutions with a link or gateway to an outside network may choose to share their link with MRnet. Except for "payment-in-kind", the Member may not expect payment for MRnet use of their link.

## Article XI. Security

### 11.0 General:

- 11.0.1 MRnet makes no claims to be a secure network, and is not liable in any way for breaches of security

where a MRnet network link was the point of access.

- 11.0.2 MRnet, its officers, and its members shall not be held liable for any damages that may occur from security breaches at Member Institutions.
- 11.0.3 The Executive Board will take into account and may move to censure any Member Institution, when it is determined a lack of security at the Institution is the cause for security breaches at a Member Institution or a member of an affiliated network.
- 11.0.4 It is the responsibility of each Member Institution and the management of the host systems at that Institution to provide adequate data security against compromise from any source, including access from the MRnet network.

- 11.0.5 MRnet security concerns are to be brought before the Executive Committee and shall be documented and distributed to the Technical Representatives of the Member Institutions.

## Article XII. Creation of MRnet and Charter Members

### 12.0 General:

- 12.0.1 MRnet exists with the approval of these Bylaws by representatives of the Institutions attending the September 23, 1987 organizational meeting.

### 12.1 Charter Members:

- 12.1.1 Charter Members are defined as those institutions whose representatives approved these Bylaws on September 23, 1987.
- 12.1.2 Charter Members have all rights and responsibilities of members, subject to Institutional approval.
- 12.1.3 Charter Memberships expire on March 31, 1988. Charter Members which comply with the requirements of Article III on or before March 31, 1988 will remain Members.

12.2 First Year Dues:

- 12.2.1 Annual membership dues for the fiscal year ending June 30, 1988 are \$500.00 and will not be pro-rated for Charter Members or new Members.

(End of Bylaws)

from the following Institutions:

Carleton College

Control Data Corporation

Cray Research

ETA Systems

Mayo Foundation

Minnesota Supercomputer Center, Inc.

St. Olaf College

University of Minnesota

3M Corporation

