

WEPEA SCIENTIFIC COMMITTEE

Recommendations for Organising WEPEA Conferences

The purpose of this note is to establish some minimal rules of functioning for the organisation of the WEPEA conferences and for the role of the scientific committee therein. It partly formalises current practices and adds a few explicit rules with the intention to facilitate and clarify future organisations.

PURPOSE OF THE SCIENTIFIC COMMITTEE (SC)

The scientific organisation of the WEPEA conferences relies on a double structure:

1. A scientific committee (SC) is in charge of the following activities:
 - a. To select a suitable team in charge of the practical organisation of each WEPEA;
 - b. To supervise the organisation of the WEPEA every two years;
 - c. To contribute to the selection of papers accepted for presentation;
 - d. To provide support to the local organisers during WEPEA.
 - e. To evaluate the organisation of the WEPEA conferences.
2. A local organiser is responsible for the practical organisation and works under the mandate of the scientific committee.
3. On important matters, the SC can always cast a vote. In any case, it is sufficient that 3 members ask for a vote to organise one. In case of ties in votes, the current organiser is decisive and can choose among the tied proposals.

SELECTION OF CANDIDATES FOR THE WEPEA CONFERENCE

1. Candidates for the organisation of the WEPEA conference propose a bid to the SC during the last meeting of the preceding organisation. Two or more institutions can submit a joint proposal, in which case these institutions are collectively responsible for the organisation of the WEPEA workshop.
2. The bidder can submit a proposal to either organise the workshop once over a 2 year period, or twice over a 4 year period. Irrespective of the submitted bids, the SC can always decide to grant a single conference. For an organisation of a double conference, tacit approval for the second conference is given by the SC unless explicitly stated.

3. To guarantee continuity of the domain name www.ewepa.org, each future EWEPA organiser must budget the annual fee during the time of his/her mandate. To be more precise, the local organiser should maintain the registration of this domain name from the moment he/she obtains the next EWEPA conference until the next organiser takes over (the year of the conference).
4. To guarantee continuity of the EWEPA web site and database management, each future EWEPA organiser must:
 - a. maintain current archives of past conferences and archive new conferences according to the currently established structure;
 - b. maintain past web sites for reference;
 - c. develop or construct open-source software (currently the choice is for PHP and MySQL) for EWEPA conference management and to freely transmit all software to future organizers, and
 - d. administer and maintain a bulletin-board communication system for EWEPA discussions for the duration of the conference organization and beyond.
5. EWEPA organisers are obliged to waive the conference fee for all members of the SC.

MEMBERS OF THE EWEPA SCIENTIFIC COMMITTEE

The SC of EWEPA is composed of ex officio and other members:

1. The committee is composed by 7 members selected ex officio by their current or past activities in the fields and/or in earlier EWEPA organisations. These members are the following:
 - One representative of the organisers of the last EWEPA;
 - One representative of the organisers of the before last EWEPA;
 - One representative of the current organiser of EWEPA;
 - One representative of the Euro Working Group Efficiency and Productivity Analysis that represents the PhD students on which they tend to focus their activities;
 - The current Editor-in-chief of the *Journal of Productivity Analysis*;
 - A coordinator from the North American Productivity Workshop scientific committee;
 - A coordinator from the Asia-Pacific Productivity Conference scientific committee.

These members remain in charge for 4 years when the workshop is allocated to a current organiser for 2 sessions. Otherwise, they remain in charge for 2 years.

In case of multiple current organisers, they can all participate in the SC but they only have a single vote. In case of multiple past organisers, they mandate one representative for the SC.

2. The SC is completed by 5 other members who are proposed by the current organiser and elected by the ex officio members of the SC. The organiser proposes a list of names of researchers after an open call for candidates has been made public via PARN (or any other additional means) and the list of proposed candidates has been compiled.

The ex officio members select 5 names out of this list, among which at least 4 that are active at a European university or research institute. Each single vote should respect this condition.

The 5 names that are most cited become members of the committee for a period of 2 years.

In case of ties in the votes, the member is selected by the current organiser among the ties.

Approved by the SC in its meeting in Brussels on Wednesday June 29th, 2005.

Amended by the SC in its meeting in Lille on Wednesday June 27th, 2007.