

## **Architecture Committee Guidelines**

All Architecture Committee Guidelines are subordinate to the IFX bylaws. Where the Architecture Committee Guidelines differs from the IFX bylaws, the bylaws take precedence.

### ***Purpose***

The IFX Architecture Committee reviews and approves all modifications to the IFX Business Message Specification. The committee also reviews and approves all IFX implementation guides and specifications. Architecture approved specifications are sent to the IFX steering committee for final ratification. The architecture committee should review user guides; however, the committee does not approve such guides.

Modifications to the IFX specifications should originate in the appropriate working group. Where modifications are not directly related to a working group, they can originate in the Architecture committee.

The architecture committee reviews the specifications for:

- Proper structure
- Proper naming convention
- Accurate and complete descriptions
- Any deviances from the existing standard, either written or implied

The committee may suggest modifications to business process described in proposals where there is a conflict with IFX standards; however, the architecture committee should not recommend changes to common industry accepted business practices.

### ***Membership***

The Architecture committee consists of IFX members in good standing. A single organization can have no more than 1 voting Architecture committee member. Standing members of the Architecture committee include the Architecture chairperson and the chairpersons from the IFX working groups. The Steering committee has the authority to remove any member from the committee. An organization may have multiple representatives in the event an organization chairs multiple working groups; however, only one representative from that organization may vote on architecture matters.

### ***Candidate Nomination***

Candidates for the architecture committee are invited to join the committee. Candidate nominations for architecture committee membership can initiate either from an existing Architecture committee member or from the Steering committee.

Candidate membership is approved by a simple majority of the architecture committee members.

## ***Candidate Requirements***

Candidates for architecture committee membership include the following:

- Has participated in at least one complete IFX release cycle
- Participated in at least 50% of the architecture meetings during the last release cycle prior to nomination.
- Has demonstrated an understanding of the IFX architecture through participation in the architecture meetings

Working group chairs are exempt from these requirements. Candidates may also be exempt from the requirements with the approval of the Steering committee.

## ***Removal from the Committee***

Members of the architecture committee may be removed for failing to uphold the requirements as stated in the Candidate Requirements sections.

## ***Chairperson***

The architecture committee selects a chairperson by a 2/3 majority. The steering committee must approve the selection of the chairperson. The chairperson's term is for 3 years or until resignation. The chairperson may be elected to multiple terms.

## ***Voting***

Only members of the Architecture committee in good standing can approve modifications to the specification. Modifications are approved by a 2/3 affirmative vote. Architecture members may appoint a representative for voting in their absence.

## ***Participation***

All IFX member organizations can participate in the architecture committee. Non-members can participate based on the guidelines outlined in the IFX Membership Rules. Voting is restricted to architecture members.

Architecture committee members should expect to devote 25% of their time to committee business.

## ***Guideline Modifications***

These guidelines may be modified by a 2/3 majority of the architecture committee members.