



This form should be used for all taxonomic proposals. Please complete all those modules that are applicable (and then delete the unwanted sections). For guidance, see the notes written in blue and the separate document "Help with completing a taxonomic proposal"

Please try to keep related proposals within a single document; you can copy the modules to create more than one genus within a new family, for example.

MODULE 1: **TITLE, AUTHORS, etc**

Code assigned:	2013.002a-cG	(to be completed by ICTV officers)
Short title: Modify statutes 4 and 9 (e.g. 6 new species in the genus <i>Zetavirus</i>)		
Modules attached	1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input checked="" type="checkbox"/> 9 <input type="checkbox"/>	

Author(s) with e-mail address(es) of the proposer:

Mike Adams (mike.adams@rothamsted.ac.uk) on behalf of the Executive Committee

List the ICTV study group(s) that have seen this proposal:

A list of study groups and contacts is provided at <http://www.ictvonline.org/subcommittees.asp> . If in doubt, contact the appropriate subcommittee chair (fungal, invertebrate, plant, prokaryote or vertebrate viruses)

n/a

ICTV-EC or Study Group comments and response of the proposer:

Date first submitted to ICTV:

August 2013

Date of this revision (if different to above):

MODULE 8: **NON-STANDARD**

Template for any proposal not covered by modules 2-7. This includes proposals to change the name of existing taxa (but note that stability of nomenclature is encouraged wherever possible).

Introduction and explanation

Following discussions at the ICTV Executive Committee meeting in Edinburgh (EC45) on 17 July 2013, it was agreed to propose changes to the Statutes to allow the appointment of a third secretary, with particular responsibility for virus data.

Currently, virus data is the responsibility of one of the subcommittees, but this historic arrangement no longer best serves current needs. In particular, it does not provide sufficient continuity for managing the web sites that now support all the operations of ICTV. These web sites (1) provide the latest virus taxonomy to the public in accessible form; (2) are essential for submission and management of taxonomic proposals under discussion (providing opportunity for public comment); (3) act as an archive for all past taxonomic decisions; and (4) act as the public face of ICTV with information about its organization, listing and acknowledging the work of the many specialist Study Groups. Most importantly for the future, it is now intended that the ICTV Report will be prepared and presented in an online format managed by ICTV itself. Because of the importance of all these activities, it would be best for them to be under the day-to-day management of an ICTV Secretary, a position that has a 6 year term that is renewable. The two existing secretaries would remain responsible for the processing and tracking of taxonomic proposals, for the administration of ICTV business and are expected to have major roles in editing the content of the ICTV Report.

We propose to retain six subcommittees to help manage the increasing volume of taxonomic proposals. This change would therefore increase the overall size of the Executive Committee from 18 to 19 members.

Code

2013.002aG

(assigned by ICTV officers)

Title of proposal: *Modify ICTV Statute 4.2*

Text of proposal:

Current Statute 4.2

The composition of the ICTV Executive Committee shall be:-

- (i) The Officers of ICTV, namely President, Vice-president and the Secretaries
- (ii) The Chairs of the six Executive Committee Subcommittees
- (iii) eight elected Members.

The six subcommittees shall be given remits to ensure that viruses of all host types and of all genome types are included and that one subcommittee is responsible for virus data

Proposed Statute 4.2

The composition of the ICTV Executive Committee shall be:-

- (i) The Officers of ICTV, namely President, Vice-president and the Secretaries
- (ii) The Chairs of the six Executive Committee Subcommittees
- (iii) eight elected Members.

The six subcommittees shall be given remits to ensure that viruses of all host types and of all genome types are included

Purpose

This changes removes the responsibility for virus data from one of the subcommittees, so that it can be given to one of the Secretaries (see change to 9.3, below).

Code

2013.002bG

(assigned by ICTV officers)

Title of proposal: *Modify ICTV Statute 4.3B*

Text of proposal:

Current Statute 4.3 (B)

- B. Two Secretaries shall be nominated by the Executive Committee and elected at a plenary meeting of the full ICTV membership. The Secretaries shall be elected for a term of six years and may be re-elected.

Proposed Statute 4.3 (B)

- B. Three Secretaries shall be nominated by the Executive Committee and elected at a plenary meeting of the full ICTV membership. The Secretaries shall be elected for a term of six years and may be re-elected.

Purpose

To provide a third Secretary to be responsible for virus data (see change to 9.3, below).

Code

2013.002cG

(assigned by ICTV officers)

Title of proposal: *Modify ICTV Statute 9.3*

Text of proposal:

Current Statute 9.3

Duties of the Secretaries shall be:

- A. To attend meetings of the Executive Committee and plenary meetings of the ICTV.
- B. To prepare with the President the agendas for meetings of the EC and the plenary meetings of the ICTV.
- C. To prepare the Minutes of meetings of the Executive Committee and plenary meetings of the ICTV and ensure their timely publication on an ICTV web site.
- D. To keep an up-to-date record of ICTV membership.

Proposed Statute 9.3

Duties of the Secretaries shall be:

- A. To attend meetings of the Executive Committee and plenary meetings of the ICTV.
- B. To prepare with the President the agendas for meetings of the EC and the plenary meetings of the ICTV.
- C. To prepare the Minutes of meetings of the Executive Committee and plenary meetings of the ICTV and ensure their timely publication on an ICTV web site.
- D. To keep an up-to-date record of ICTV membership.
- E. To manage the submission and processing of taxonomic proposals
- F. To maintain the ICTV web site and databases that provide up-to-date taxonomic information, information on ICTV activities and membership, the ICTV Report and other outreach activities.

Purpose

To make explicit the duties of the Secretaries and ensure that one of them is responsible for virus data and management of the web site.