

Layer 1:

Governance

How we decide.

"Centralized identity. Decentralized execution."

DOCUMENTS IN THIS VOLUME - 3 Documents

Doc 5 Governance Charter – Roles & Responsibilities

Doc 6 Decision Rights Matrix

Doc 7 Voting & Proposals Process

Layer 1: Governance

How we decide.

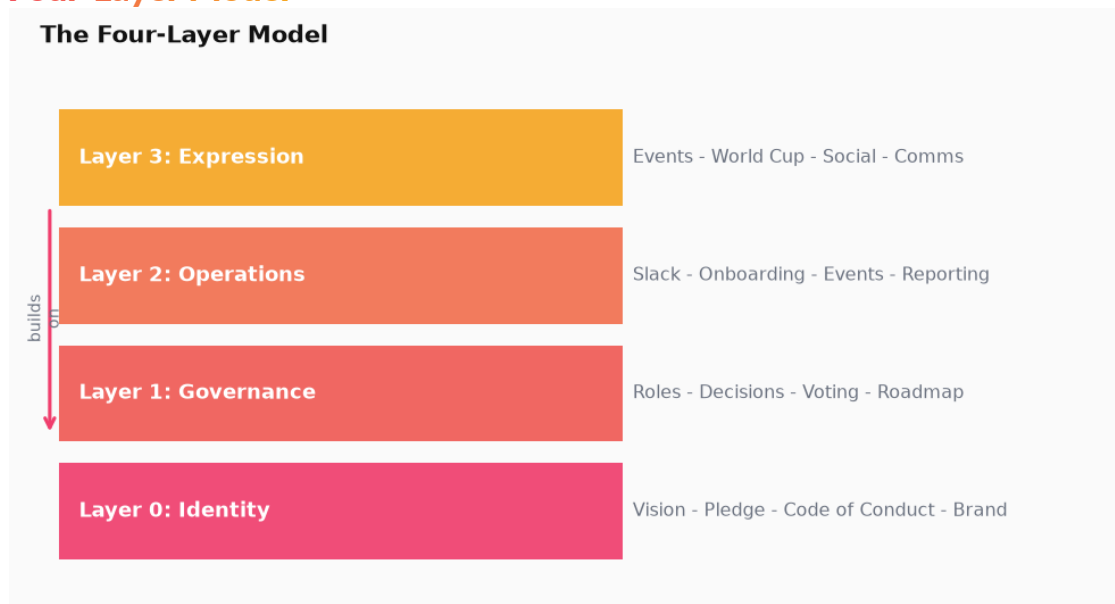
Doc 5 – Governance Charter – Roles & Responsibilities

Doc 6 – Decision Rights Matrix

Doc 7 – Voting & Proposals Process

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The Four-Layer Model



Doc 5: Governance Charter - Roles & Responsibilities

Layer 0 & Layer 1 – Governance | Version 1.0

Preamble

The AI Fellowship operates on the principle of centralised identity, decentralised execution. The Foundation owns the brand, the mission, the Code of Conduct, and the AI World Cup. How each chapter runs its local events, builds its local community, and pursues its local partnerships is entirely up to that chapter. "The brand and the mission are fixed; the playbook is yours."

This Charter exists to make that model work. It defines who is responsible for what, how people are selected and removed, and what the centre promises chapters in return for operating under the Fellowship name. The final section – "What the Centre Promises Chapters" – is particularly important. Governance documents often define what chapters owe the centre while leaving what the centre owes chapters unspoken. That silence breeds resentment. We name it explicitly here.

1. The Global Council

1.1 Purpose

The Global Council is the governing body of the Foundation. It is responsible for strategic direction, identity stewardship, brand integrity, the Code of Conduct, the AI World Cup, and relations with global partners. It is not responsible for the day-to-day operations of individual chapters.

1.2 Composition

The Global Council comprises:

- The Founder (Zohaib Khan) – permanent seat, non-voting except to break ties
- Three to five Elected Member Representatives, drawn from the active chapter director community
- One independent external member, selected by the Council, with expertise in nonprofit governance, AI policy, or community building (optional but recommended for legal and reputational credibility)

Total voting members: 4–6. An odd number is strongly preferred to avoid tie deadlocks (though tie-breaking procedures exist – see Document 7).

1.3 Term Lengths

- Elected Member Representatives: 2-year terms, staggered so that no more than half the Council turns over in a single cycle.
- External independent member: 2-year term, renewable once.
- No person may serve more than two consecutive terms in the same seat.

1.4 Selection Method

- Elected Member Representatives are nominated by currently active Chapter Directors and elected by a vote of all Chapter Directors in good standing.
- The nomination period is open for 14 days. The voting period is open for 7 days.
- Candidates must have served as a Chapter Director in good standing for at least 6 months.
- The external independent member is identified and approved by the existing Council by simple majority vote.

1.5 Responsibilities

- Setting and reviewing the Fellowship's global strategy and mission
- Stewarding and protecting the brand, in accordance with the Brand & IP Policy
- Approving and revising the Code of Conduct, Member Pledge, and this Charter
- Overseeing the AI World Cup programme globally
- Approving global partnerships and MOUs
- Approving the annual global budget
- Appointing, supporting, and (where necessary) removing Chapter Directors
- Maintaining the Decision Log and communicating decisions transparently to the chapter community

1.6 Meetings

The Global Council meets at minimum quarterly, with one in-person or synchronous video meeting annually. Decisions between meetings may be made via asynchronous vote as defined in the Voting & Proposals Process (Document 7).

1.7 Removal

A Council member may be removed by a two-thirds vote of the remaining Council members. Grounds for removal include: sustained failure to participate in Council duties; violation of the Code of Conduct; conflict of interest not properly disclosed; conduct that materially harms the Fellowship.

2. Chapter Directors

2.1 Purpose

Chapter Directors are the local stewards of the Fellowship's mission. They are responsible for building a thriving, inclusive, active chapter community in their city or region. They operate within the brand and values framework set by the Foundation, with full autonomy over local programming, local partnerships (within the Brand & IP Policy), and local culture.

2.2 Selection

- Chapter Directors self-nominate via a standard application form published by the Foundation.
- Applications are reviewed by the Global Council (or a delegated review panel).
- Selection criteria include: demonstrated commitment to the Fellowship's values; existing presence in the local AI community or credible plan to build one; capacity and availability; no outstanding Code of Conduct violations.
- The Foundation aims to respond to complete applications within 21 days.

- No chapter may have more than two co-Directors without Foundation approval.

2.3 Term

- Chapter Directors serve an initial term of one year.
- At the end of the first year, the Council conducts a brief review. If both parties are satisfied, the Director continues on a rolling annual basis.
- There is no formal term limit for Chapter Directors in good standing, recognising that community continuity has significant value. The Council may, however, recommend transition planning for chapters where leadership has been in place for more than three years.

2.4 Responsibilities

- Organising and hosting at least four chapter events per year (meetups, workshops, hackathons, or equivalent)
- Recruiting and welcoming new members to the chapter
- Enforcing the Code of Conduct at chapter events and escalating reports appropriately
- Maintaining the chapter's compliance with the Brand & IP Policy
- Responding to Foundation communications within 5 business days
- Submitting a brief quarterly update to the Foundation (template provided)
- Representing the chapter's interests to the Global Council via the appropriate channels

2.5 What Chapter Directors May Do Independently

- Set their own event formats, frequencies, topics, and programming
- Recruit local speakers, mentors, and volunteers
- Seek and accept local sponsorship within the limits of the Brand & IP Policy
- Create local chapter social media accounts and communications channels following brand guidelines
- Build local partnerships that do not require the Foundation's signature
- Charge a nominal event fee to cover venue/catering costs (surplus must be reported)

2.6 Removal

A Chapter Director may be removed by the Global Council for:

- Violation of the Code of Conduct
- Violation of the Brand & IP Policy
- Failure to organise any events for more than 6 consecutive months without approved leave of absence
- Failure to maintain communication with the Foundation
- Conduct that materially harms the Fellowship's reputation or a community member

Before removal, the Foundation will issue a written notice and allow 14 days for response, except in cases of serious Code of Conduct violations, where immediate suspension is permitted pending investigation.

3. Members

3.1 Who Is a Member

Any person who has completed the Fellowship's onboarding process (signed the Member Pledge, joined at least one Fellowship platform) is a member. Membership is open to any person regardless of experience, credentials, geography, or background.

3.2 Member Rights

- Access to all Fellowship platforms and public community resources
- Participation in chapter events (subject to capacity)
- The right to submit proposals under the Voting & Proposals Process
- The right to be treated with respect and dignity, as defined in the Code of Conduct
- The right to report conduct concerns without fear of retaliation
- The right to appeal enforcement decisions against them

3.3 Member Responsibilities

- Adhering to the Code of Conduct at all times in Fellowship contexts
- Using the Fellowship's brand and name only in ways consistent with the Brand & IP Policy
- Contributing constructively to the community they are part of
- Keeping their Fellowship profile reasonably current

3.4 Founding Members

Persons who joined the Fellowship during its initial WhatsApp community phase (prior to the public launch of theaifellowship.com) are designated Founding Members. This designation is permanent and carries a visible recognition badge. It does not confer governance rights beyond those of general members but is a mark of honour within the community.

4. The Advisory Board

4.1 Purpose

The Advisory Board is an optional but strongly recommended layer of leadership. It comprises distinguished AI practitioners, researchers, ethicists, policy experts, and community leaders who lend credibility, expertise, and network to the Fellowship without carrying operational responsibilities. Advisory Board members are not elected; they are invited.

4.2 Composition and Selection

The Advisory Board may have up to 12 members. Advisors are identified and invited by the Global Council based on:

- Recognised expertise in AI, technology policy, education, or community building
- Alignment with the Fellowship's values

- Willingness to actively engage (attend one meeting per year, respond to occasional requests for input)

Advisory Board members should reflect the Fellowship's diversity – geographic, disciplinary, and demographic.

4.3 Responsibilities (Non-Binding)

- Attending the annual Fellowship gathering or equivalent
- Providing input on major strategic decisions when invited to do so
- Lending their name and credibility to Fellowship communications, proposals, and applications (with their consent)
- Making introductions to potential partners, funders, or collaborators
- Mentoring Chapter Directors who seek guidance

4.4 Term

Advisors serve a 2-year term, renewable by mutual agreement. There is no limit on renewals.

4.5 What Advisors Are Not

Advisors do not have voting rights in the Global Council. They do not set policy. They do not have authority over Chapter Directors. They are not legally responsible for the Foundation's operations. Their involvement is a gift of expertise and credibility, not an employment or fiduciary relationship.

5. What the Centre Promises Chapters

This section is as important as any other in this Charter. The Fellowship's chapter model only works if chapters trust that operating under the Fellowship banner benefits them. The following is our commitment to every Chapter Director.

5.1 Brand and Credibility

We will maintain a global brand that is recognisable, respected, and consistently associated with human-centred AI. When you say "I run the AI Fellowship chapter in [your city]," that name should open doors. We take responsibility for protecting and growing that brand value.

5.2 Resources and Templates

We will provide Chapter Directors with: onboarding materials and event templates; the Member Pledge and Code of Conduct in usable formats; brand assets and design guidelines; a Chapter Director Handbook updated annually; access to the Foundation's Notion workspace or equivalent knowledge base.

5.3 Network and Connections

We will actively connect Chapter Directors to each other. You are not running a chapter alone – you are part of a global network of people doing the same thing. We will facilitate regular Chapter Director calls, a Chapter Directors channel on Discord, and introductions between chapters working on similar initiatives.

5.4 Visibility

We will amplify what chapters build. Chapter events, initiatives, and achievements will be featured on the global Fellowship website, in global communications, and on social channels. We will not take credit for what chapters do – we will share it.

5.5 The AI World Cup

Chapters in good standing will have access to the AI World Cup programme – including branding, competition framework, judging resources, and eligibility for the global final. This is the Fellowship's flagship programme and is a significant benefit to chapters who want to run high-profile events.

5.6 Responsiveness

We commit to responding to Chapter Director communications within 5 business days. We will not leave chapter questions or approval requests unanswered for weeks. If we are slow, call us on it.

5.7 Autonomy

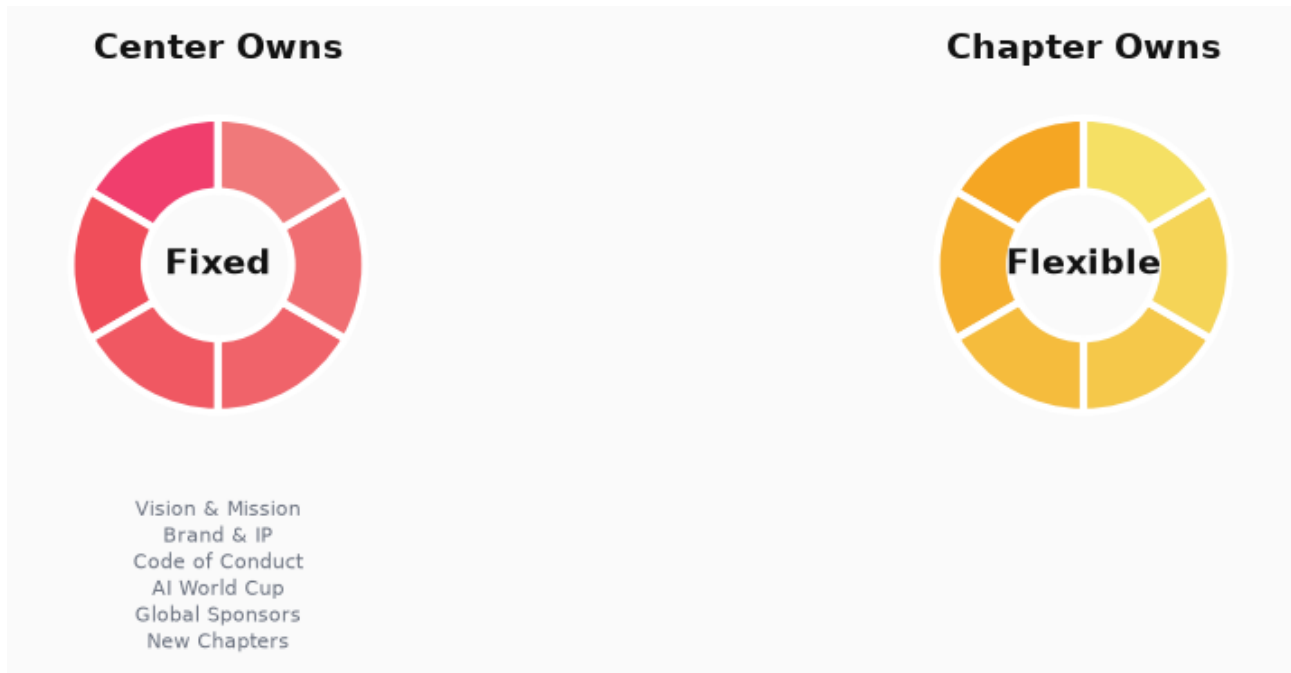
We will not micromanage chapters. The brand and the mission are fixed; the playbook is yours. We will not override local decisions that fall within your autonomy, and we will be transparent when a decision does require our involvement.

5.8 Honest Feedback

We will tell chapters when something isn't working – in their events, their community health, or their compliance – before it becomes a serious problem. We will do this privately, respectfully, and constructively. We will not blindside chapter directors with enforcement actions without prior communication wherever possible.

Doc 6: Decision Rights Matrix

Layer 1 – Governance Operations | Version 1.0



How to Use This Matrix

This matrix is the practical day-to-day governance tool for The AI Fellowship. When a Chapter Director, Council member, or staff member is unsure who has the authority to make a specific type of decision – use this matrix.

Three columns define the decision right:

- **Center Owns (Non-Negotiable):** The Foundation makes this decision and chapters implement it. Chapters may express opinions but may not override the decision.
- **Chapter Owns (Local Autonomy):** The chapter makes this decision independently. The Foundation is not involved and does not need to be informed unless the decision implicates another column.
- **Shared / Requires Approval:** Both parties are involved. The typical flow is: chapter proposes → Foundation reviews → Foundation approves (or approves with conditions). The approval threshold varies by domain – consult the column notes.

Important: When in doubt about which column a decision falls into, default to "Shared / Requires Approval" and seek Foundation guidance. Acting unilaterally on a "Shared" item without approval is a Brand & IP Policy violation.

Domain	Center Owns (Non-Negotiable)	Chapter Owns (Local Autonomy)	Shared / Requires Approval
Mission & Values	Mission statement, vision, core values, Member Pledge, and all foundational identity documents. Any public statement that modifies or reinterprets the Fellowship's stated mission.	Expressing the mission in local language and cultural context. Choosing which aspects of the mission to emphasise in local programming.	Adding mission-adjacent language (e.g., "our chapter focuses on AI for climate") to chapter materials – must not contradict or expand the global mission without approval.
Brand & Visual Identity	Logo, wordmark, official colour palette, typography, design system. All global brand assets. Rules for brand usage.	None – no independent brand modifications permitted.	Creating new chapter-specific sub-branded materials (e.g., a chapter event poster) using Foundation templates. Deviations from templates require written approval.
Code of Conduct	The Code of Conduct itself. Protected categories. Reporting procedure. Enforcement ladder. Appeals process.	Supplementary local community norms (e.g., a language-use policy for a non-English chapter), provided they do not conflict with or weaken the global Code.	Adding local provisions to the Code of Conduct – must be reviewed and approved by the Foundation before taking effect.
AI World Cup	Competition name, format, rules, scoring framework, judging criteria, branding, global final. All AI World Cup IP.	None – AI World Cup events must follow the Foundation's framework exactly.	Hosting a local/regional AI World Cup qualifying event – requires a specific written agreement with the Foundation for each instance.
Membership	Global membership criteria, onboarding process, Member Pledge, Founding Member designation.	Welcoming and onboarding members at the chapter level. Local member communications. Running local member events.	Changing membership criteria for chapter-level events (e.g., requiring a minimum experience level to attend a specific advanced workshop) – must not contradict global open-membership policy without approval.

Domain	Center Owns (Non-Negotiable)	Chapter Owns (Local Autonomy)	Shared / Requires Approval
Budget & Financial Matters	Global Foundation budget. Spending from Foundation reserves. Any financial commitment made in the name of the Foundation.	Chapter-level event budgets raised through local sponsorship. Nominal event fees (with reporting obligation). Petty cash for chapter operations.	Chapter budgets exceeding a defined threshold (set annually). Any expenditure that implies the Foundation's financial responsibility. Receiving grants or institutional funding in the Fellowship's name.
Events & Programming	Global events and AI World Cup. Annual global Fellowship gathering (if established). Events that use the global Fellowship brand without a chapter qualifier.	All chapter-level events: format, frequency, topics, speakers, venues, date, time, catering, ticketing (within policy).	Events that cross chapter boundaries (multi-chapter events). Events where the Foundation is asked to co-host, fund, or formally endorse.
Technology & Tools	Global website (theaifellowship.com). Global Discord server. Global Discourse forum. Global WhatsApp community. Decision to adopt or retire a global platform.	Chapter-specific tools chosen for internal use (e.g., a chapter WhatsApp group, a local Notion workspace, a Meetup.com page) that do not carry global brand.	Creating official chapter sub-spaces on global platforms (e.g., a chapter channel on the global Discord). Adopting tools that will hold member data.
Partnerships & MOUs	All MOUs, formal partnership agreements, and joint venture arrangements made in the name of "The AI Fellowship" (non-chapter-qualified). Global partnerships with organisations operating across multiple geographies.	Informal collaboration with local organisations (e.g., co-hosting an event with a university, inviting a local company to send a speaker).	Formal written agreements with local organisations, even if small. Arrangements that involve the Fellowship name, logo, or reputation. Partnerships with organisations operating in multiple countries.
Legal & Compliance	Foundation's legal entity structure, registration, and compliance. Global terms of service. Global privacy policy. Foundation's liability. Responses to legal threats or claims against the Foundation or the brand.	Compliance with local law as it pertains to the chapter's activities (e.g., local data protection law, event permit requirements, local tax obligations on ticket revenue).	Any situation where the chapter becomes aware of a legal issue that could implicate the Foundation. Any contract that creates obligations for the chapter beyond a single event.

Domain	Center Owns (Non-Negotiable)	Chapter Owns (Local Autonomy)	Shared / Requires Approval
Crisis & Incident Response	Communications to the global community about incidents. Decisions about platform shutdowns or temporary suspensions. Decisions about enforcement actions against Chapter Directors.	First-response to safety incidents at chapter events (following the incident response protocol). Immediate removal of a member from a chapter event where there is a safety risk.	Any incident that results in media coverage, legal exposure, or harm to a member. Any enforcement action taken against a member (Chapter Directors initiate; Foundation confirms for steps 3 and 4). Reports of Code of Conduct violations.
Member Data & Privacy	Global privacy policy. Decisions about what member data is collected and how it is used globally. Any AI or analytics applied to member data at a global level.	Collecting basic event RSVP data for chapter events, in compliance with global privacy policy. Communicating with chapter members about chapter events.	Collecting member data beyond basic event logistics. Any use of member data for analysis, research, or AI training. Sharing member data with third parties. Collecting data from minors.
Media & Press	Global media relations. Press releases or statements issued in the name of "The AI Fellowship." Media interviews where someone speaks as a representative of the global Fellowship. Responses to significant media enquiries about the Fellowship.	Local chapter announcements on chapter social media accounts. Chapter event coverage in local media where the chapter is clearly identified as a local chapter.	Media enquiries that ask about the Fellowship's global mission, governance, finances, or strategy – escalate to Foundation. Any interview or article that is likely to reach a significant national or international audience.
Research & Publications	Publishing research under the AI Fellowship brand globally. Global knowledge base and official documentation.	Chapter members publishing personal research or articles about their own work, even if they mention their Fellowship membership.	Publishing a paper, report, or white paper that carries the AI Fellowship name or is presented as reflecting the Fellowship's positions or data. Any research that uses member data.
Chapter Leadership	Decision to approve or reject a Chapter Director application. Decision to remove a Chapter Director. Decision to dissolve a chapter.	Day-to-day chapter operations and community management. Recruiting local volunteers and co-organisers.	Appointing a deputy or co-Director. Significant changes to chapter scope (e.g., changing the chapter's city focus).

Doc 7: Voting & Proposals Process

Layer 1 – Governance Operations | Version 1.0

Introduction

Good governance requires that decisions be made by the right people, at the right speed, with the right amount of deliberation. This document defines how proposals are submitted, categorised, discussed, and voted on within The AI Fellowship. It is designed to protect identity decisions from being destabilised by frequent votes while giving Chapter Directors and members genuine power to shape how the Fellowship operates.

The fundamental principle: identity is protected, operations are participatory. What the Fellowship stands for is not subject to majority vote. How it works, day to day, absolutely is.

1. Proposal Categories

Category A: Operational Proposals

What it covers: Changes to how the Fellowship operates that do not affect its core identity. Examples: adopting a new community platform, updating the Chapter Director application process, changing the AI World Cup judging rubric, adjusting the quarterly reporting format, updating the Chapter Director Handbook.

Who can propose: Any Chapter Director or Global Council member.

Decision-maker: Global Council, simple majority.

Timeline: Standard – see Section 3.

Category B: Identity Proposals

What it covers: Any proposed change to the Fellowship's foundational documents: the Mission Statement, Vision, Core Values, Member Pledge, Code of Conduct, Brand & IP Policy, this Governance Charter, or the Decision Rights Matrix.

Who can propose: Any Chapter Director or Global Council member. Member proposals on identity matters must be submitted through a Chapter Director.

Decision-maker: Global Council, supermajority (two-thirds of voting members).

Timeline: Extended – see Section 3.

Note: Some identity matters are not subject to chapter or member vote regardless of support. See Section 8.

Category C: Emergency Proposals

What it covers: Time-sensitive decisions requiring action within 72 hours. Examples: immediate platform shutdown due to a security incident, temporary suspension of a Chapter Director pending investigation, urgent response to a media crisis, emergency funding decision.

Who can propose: Global Council members only.

Decision-maker: Global Council, simple majority with accelerated timeline.

Timeline: Emergency – see Section 5.

2. Proposal Template

Use this template for all Category A and B proposals. Copy and complete in full before submitting.

```markdown

### Proposal: [Short Title]

Proposal ID: [Assigned by Foundation on receipt – leave blank] Category: [A: Operational | B: Identity]

Submitted by: [Name, Role, Chapter] Date submitted: [YYYY-MM-DD] Date needed by (if applicable): [YYYY-MM-DD]

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### Summary (2-3 sentences)

What are you proposing, and what problem does it solve?

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### Background and Rationale

Why is this change needed? What is the current situation and why is it insufficient? Include any data, community feedback, or precedent from other organisations. (Suggested length: 150–400 words)

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### Proposed Change

State the specific change you are proposing as clearly and precisely as possible. If this involves changes to an existing document, quote the current text and the proposed replacement.

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### Impact Assessment

Who does this affect? How? Are there any risks or unintended consequences? Does this require changes to any other documents or processes?

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### Resource Implications

Does this require budget, staff time, or technical changes? If yes, what is the estimate?

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### Consultation Conducted

Who have you discussed this with before submitting? What feedback did you receive? (Leave blank if this is a personal proposal; the consultation may happen during the review period.)

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### Requested Decision

What specific action are you asking the Global Council to take?

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### Supporting Materials

[Attach or link any supporting documents, data, or references] <sup>^^</sup>

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## 3. Standard Timelines

### Category A: Operational Proposals

| Stage               | Action                                                            | Timeframe                              |
|---------------------|-------------------------------------------------------------------|----------------------------------------|
| Submission          | Proposal submitted to proposals@theaifellowship.com               | Day 0                                  |
| Acknowledgement     | Foundation confirms receipt, assigns ID, and confirms category    | Within 2 business days                 |
| Publication         | Proposal published to Chapter Directors for comment               | Within 5 business days of receipt      |
| Consultation period | Chapter Directors and Council members may submit written comments | 14 calendar days from publication      |
| Deliberation        | Global Council discusses at their next meeting or asynchronously  | Up to 7 days after consultation closes |
| Decision            | Vote is called and recorded                                       | Within 21 days of publication          |
| Communication       | Decision communicated to all Chapter Directors                    | Within 3 business days of vote         |
| Implementation      | Implementation timeline specified in decision                     | As specified                           |

Total standard timeline: approximately 28–35 days from submission to decision.

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### Category B: Identity Proposals

| Stage                | Action                                                              | Timeframe                               |
|----------------------|---------------------------------------------------------------------|-----------------------------------------|
| Submission           | Proposal submitted to proposals@theaifellowship.com                 | Day 0                                   |
| Acknowledgement      | Foundation confirms receipt, assigns ID, confirms category          | Within 2 business days                  |
| Publication          | Proposal published to all Chapter Directors and members for comment | Within 5 business days                  |
| Consultation period  | All members and Chapter Directors may submit written comments       | 28 calendar days from publication       |
| Advisory Board input | Foundation invites Advisory Board comment if applicable             | During consultation period              |
| Deliberation         | Global Council formal deliberation session                          | Up to 14 days after consultation closes |
| Decision             | Supermajority vote called and recorded                              | Within 60 days of publication           |
| Communication        | Decision communicated to all Chapter Directors and members          | Within 3 business days of vote          |
| Implementation       | Implementation timeline specified in decision                       | As specified                            |

Total extended timeline: approximately 60–75 days from submission to decision.

## 4. Quorum Rules

A vote is only valid if quorum is met. Quorum is defined as:

- Standard quorum: More than half (50%+1) of current voting Global Council members must participate in the vote.
- Supermajority quorum (Category B): All current voting Global Council members must be given reasonable opportunity to vote. Reasonable opportunity means the vote was open for at least 5 business days and each member was notified directly.
- A member who is on approved leave of absence is excluded from the quorum count for the period of their leave.
- Abstentions count toward quorum but not toward the majority or supermajority calculation.

If quorum is not met, the vote is invalid and must be re-run within 10 business days.

## 5. Emergency Voting Process

### When it applies

Emergency voting is reserved for situations where a delayed decision poses a significant, imminent risk to community safety, the Fellowship's reputation, legal standing, or operational continuity.

## Process

1. Emergency declaration – A Council member proposes an emergency declaration via direct communication to all Council members (not through the standard proposal channel).
  2. Confirmation of emergency status – If at least two Council members agree that the situation qualifies as an emergency, emergency process begins immediately.
  3. Voting window – All Council members are notified by direct message and have 48 hours to vote. Each member must vote yes, no, or abstain. Non-response within the window counts as abstention.
  4. Quorum – For emergency votes, quorum requires that more than half of voting Council members actually vote (abstentions and non-responses do not count).
  5. Majority – Simple majority of votes cast (excluding abstentions).
  6. Record – All emergency votes are recorded in the Decision Log with the reason for emergency status. The full standard process must be followed for any permanent changes that resulted from an emergency decision.
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## 6. Tie-Breaking Procedure

If a vote results in an exact tie:

1. First recourse – The vote is re-opened for 48 hours, with all members encouraged to reconsider.
  2. If still tied – The Founder (Zohaib Khan) casts a single deciding vote. This is the Founder's only voting power under normal circumstances; the Founder seat is otherwise non-voting to preserve Council independence.
  3. For Category B proposals – A tie on a supermajority vote is treated as a failure to reach supermajority. The proposal may be revised and resubmitted after a minimum 30-day cooling-off period.
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## 7. What Cannot Be Voted On by Chapters

The following matters are reserved exclusively for the Global Council and are not subject to chapter-level vote, petition, or referendum, regardless of the level of chapter support expressed:

- The Mission Statement and Vision – The Fellowship's fundamental reason for existence may be amended only by the Global Council via Category B process.
- The Core Values – may be amended only by the Global Council via Category B process.
- The Code of Conduct's protected categories and enforcement ladder – The Foundation has a duty of care to protect members; chapter majorities cannot weaken these protections.
- The Brand & IP Policy's ownership provisions – Ownership of the brand vests in the Foundation and cannot be transferred or diluted by vote.
- The AI World Cup's core format and rules – Consistency of the competition across chapters requires central control of the format.
- The Founder's seat on the Global Council – This is a constitutional provision of the Foundation, not a governance decision.

- Any decision that would expose the Foundation to legal liability – Legal decisions are made by the Foundation in consultation with legal counsel, not by community vote.

## 8. Decision Log Format

All Council decisions – whether made by vote, unanimous consent, or emergency process – must be recorded in the Decision Log within 5 business days of the decision. The Decision Log is published to Chapter Directors and maintained as a permanent record.

Decision Log Entry Format:

```markdown

Decision Log Entry

Decision ID: DL-[YYYY]-[NNN] (e.g., DL-2026-001) Date of decision: [YYYY-MM-DD] Proposal ID (if applicable): [Proposal ID or "N/A" for emergency decisions] Category: [A: Operational | B: Identity | C: Emergency | Administrative] Decision summary: [1-2 sentences describing what was decided] Decision: [APPROVED | REJECTED | DEFERRED | AMENDED AND APPROVED] Vote count: [Yes: X | No: X | Abstain: X | Not voting: X] Quorum met: [Yes/No] Effective date: [YYYY-MM-DD or "Immediately"] Implementation owner: [Name or role responsible for implementing this decision] Notes: [Any material context, conditions, or caveats attached to the decision] Next review date (if applicable): [YYYY-MM-DD] ```

The Decision Log is a permanent public record for Chapter Directors. Historical entries may not be modified. Corrections must be added as new entries with a reference to the original.

| # | Document Title | Layer | Version | Date | Status |
|---|----------------------------|------------------------|---------|-----------|---|
| 1 | Vision & Mission Statement | Layer 0 – Identity | 1.0 | June 2026 | Draft for Council review |
| 2 | Member Pledge | Layer 0 – Identity | 1.0 | June 2026 | Draft for Council review |
| 3 | Code of Conduct | Layer 0 – Protection | 1.0 | June 2026 | Draft for Council review |
| 4 | Brand & IP Policy | Layer 0 – Protection | 1.0 | June 2026 | Draft for legal review + Council adoption |
| 5 | Governance Charter | Layer 0/1 – Governance | 1.0 | June 2026 | Draft for Council review |
| 6 | Decision Rights Matrix | Layer 1 – Operations | 1.0 | June 2026 | Draft for Council review |

| # | Document Title | Layer | Version | Date | Status |
|---|----------------------------|----------------------|---------|-----------|--------------------------|
| 7 | Voting & Proposals Process | Layer 1 – Operations | 1.0 | June 2026 | Draft for Council review |

Recommended review order for adoption:

1. Vision & Mission (Document 1) – establishes the identity anchor
2. Member Pledge (Document 2) – can be adopted immediately
3. Code of Conduct (Document 3) – adopt before next public event
4. Brand & IP Policy (Document 4) – requires legal review before adoption
5. Governance Charter (Document 5) – requires Council formation
6. Decision Rights Matrix (Document 6) – adopt alongside Charter
7. Voting & Proposals (Document 7) – adopt alongside Charter

Legal note: Document 4 (Brand & IP Policy) references a legal entity ("The AI Fellowship Foundation, a nonprofit"). Before this document is published or enforced, the Foundation should confirm its legal incorporation status and ensure the entity name used in the policy matches the registered name. If the Foundation is not yet formally incorporated, this should be treated as an urgent priority.

Drafted June 2026. All documents are version 1.0 drafts pending Global Council review and adoption. The AI Fellowship – theaifellowship.com.