

## **CELA STANDING COMMITTEES 2015-16**

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**Note:** All standing committees are advisory. The role of the eight (8) standing committees is to fully review and propose policies and / or actions to the CELA Board of Directors for approval or support, as appropriate. This role is intended to generate and sustain Board confidence in each committee's thoroughness and rationale regarding items under its purview. That is, items "vetted" by a standing committee carry the weight of the committee, which is anticipated to garner respect of the full Board.

The President and Executive Director serve as non-voting members of all standing committees with one exception. The President serves as the voting chair of the Standing Committee on Strategic Planning.

Standing committees may recommend items under their purview to the President and Executive Director for inclusion on CELA Board agendas. Processes that guide standing committees are expected to increase the Board's ability to engage in far-reaching and visionary actions on behalf of the organization.

The presence of 2/3 of a standing committee shall constitute a quorum.

Standing committee chairs should notify CELA's business offices when a committee conference call is scheduled. Quarterly Board conference calls are held on Thursdays at 11:00 a.m. Central Time, although changes sometimes occur. It is recommended that standing committee conference calls also be held on Thursdays at 11:00 a.m. Central Time so that CELA staff and executive officers can participate.

Please note that conference call moderator numbers will be issued annually to committee chairs.

**2015-16 CELA Board Conference Calls**  
May 28; July 30; September 24; October 29; and January 28, 2016

**2015 Mid-year Meeting of the Board (Executive Committee)**  
November 4-5, prior to national ASLA conference, Chicago IL

### **Standing Committee on Organization and Structure**

Chair: Past President; 2<sup>nd</sup> Vice President; Regional Director

Scope: To review and propose policies and actions regarding CELA's organizational efficacy including ad hoc and standing committees, regional development, membership in the organization, and the governance of CELA including the CELA Constitution and By-Laws (this committee absorbed the functions of the Standing Committee on Rules effective 3.26.2013.)

### **Standing Committee on Budget and Finance**

Chair: Treasurer; 1<sup>st</sup> Vice President; Regional Director

Scope: To review and propose policies and procedures regarding CELA's monetary and fiscal activities, including budget preparations, modifications and summaries (reports,) as well as investment and management strategies.

### **Standing Committee on Management and Operations**

Chair: 1<sup>st</sup> Vice President; Past President; Treasurer; Two Regional Directors

Scope: To review and propose policies and procedures regarding managerial procedures of CELA including operational responsibilities of executive offices.

### **Standing Committee on Research (and Creative Scholarship)**

Chair: Vice President for Research and Creative Scholarship; 1<sup>st</sup> Vice President; Regional Director

Scope: To review and propose policies and procedures that foster knowledge generation and dissemination through data collection, data analysis, and data reporting via such sources as the Academic Information System (AIS), Annual Conference Proceedings, and Annual Conference Papers, among others.

### **Standing Committee on Communications, Outreach (and Publications)**

Chair: Secretary; Vice President for Research & Creative Scholarship; Student Director; Two Regional Directors; Landscape Journal editors (non-voting)

Scope: To review and propose policies and procedures regarding efficacy of external communications, and those policies and procedures related to the means in which formal information vital to CELA's mission is accomplished. Included in this scope are the CELA webpage, the Forum, Landscape Journal, publications related to annual conference, and other methods that influence the flow of information between CELA, its institutional and individual members, and others. (Coordination with the Standing Committee on Research is expected where publications related to annual conference are concerned.)

### **Standing Committee on Awards, Recognitions**

Chair: 2<sup>nd</sup> Vice President; CELA Fellows Chair; Regional Director

Scope: To review and propose policies and procedures affecting selecting, recognizing and encouraging the highest ideals of performance in the education of landscape architecture students and the advancement of academic practice.

**Standing Committee on Conferences and Events**

Chair: Past President; 1<sup>st</sup> Vice President; Regional Director

Scope: To review and propose policies and procedures related to scheduling, hosting, executing, managing and funding CELA or CELA-involved conferences and events.

**Standing Committee on (Strategic) Planning**

Chair: President (Voting); 1<sup>st</sup> Vice President; Treasurer

Scope: To review and propose policies and procedures related to means and methods of long-range and strategic planning needed to sustain CELA's vision and efficacy.

**Standing Committee on Publications** (This standing committee was merged with the Standing Committee on Communications and Outreach, July 27, 2013.)

**Standing Committee on Rules** (This standing committee was merged with the Standing Committee on Organization and Structure, March 26, 2013.)

Updated July 12, 2012  
Modified February 14, 2013  
Updated May 15, 2013  
Updated May 22, 2013  
Updated June 20, 2013  
Updated July 17, 2013  
Updated September 24, 2013  
Updated November 5, 2013  
Updated May 15, 2014  
Updated May 19, 2014  
Updated November 10, 2014  
Updated January 13, 2015  
Updated May 1, 2015  
Updated May 22, 2015