

CELA Executive Committee Meeting Minutes

Conference Call, Thursday January 19, 2012

10:30a CDT; 11:30a EDT; 8:30a PDT

In attendance: Blake Belanger, Terry Clements, Elen Deming, Chris Ellis, Will Green, Bob Harris, Ming-Han Li, Ken McCown, Sean Michael, Patrick Mooney, Lori Orta, Dave Pitt, Dee Solco, Lee Streitz, Pat Taylor

Regrets: Rob Corry, Lee-Anne Milburn, Mary Myers, Hala Nassar, Nancy Volkman

Agenda: (Suggestion for call: If no report, please so indicate at the appropriate time during the call. Please stay within allotted times).

1. Welcome

2. Discussion/review of past minutes:

November and December minutes approved with one correction to December minutes - the addition of Will Green to the list of attendees.

3. Past President's Report:

Draft conference schedule is now on conference website and will be added to the CELA website as well. Field trips are scheduled for Saturday, March 31st. Elen has drafted an email to administrator's reminding them of the fast approaching early bird deadline date. The facility where the conference is being held is adequate but full. All Illinois faculty will participate in some capacity. Student volunteers will be needed. It is best to have the administrator's meeting on-site due to the time that it would take to arrange transportation for an off-site meeting.

LAF group is interested in a post session. CELA Ballot is ready and will be sent out for board approval. The dates were changed to accommodate discussion between department heads and faculty. Board members asked to encourage all junior faculty members to attend the conference.

Action Item: Pat will create agenda for administrator's meeting.

Action Item: Dee will send out reminder email to general membership concerning early bird registration deadline.

Action Item: Elen to contact Lee-Anne about training student volunteers.

4. Lori Orta, CPA:

An external bookkeeper, Judy Evans, is helping with QuickBooks set up. Judy will meet with Ken in February.

CELA 2011 budget discussion: Actual expenses - closing dinner wasn't listed in final budget. After discussion with Bob Harris, USC, we determined that co-mingling of funds is not advised. It can create an accounting nightmare. Going forward, there needs to be a clear definition of fiscal responsibilities between host school and CELA.

The new accounting system will allow for more transparency. 2011 conference expenses were complicated. Income and expenses should be primarily handled by CELA except in cases where host school can get better rates with local vendors. Sponsors and their donations should go to CELA. Discrepancies on what final income/loss still to be discussed. Guidelines for conference planning will be revamped.

External event planner may need to be considered going forward. Some schools already have this service in place and for those that do not; we should consider an outside event planning service. It was noted that Sean and Blake are both using conference planners, Utah has one onsite.

5. LJ Report:

Dave reported that reviewer response rate is significantly better. Of the manuscripts submitted for 2012, 5 were rejected, 2 withdrawn, 8 under review and 8 new just came in. There were manuscripts submitted from South Africa, the Netherlands, and Turkey. Need to make a decision on the web name for TIL. Suggested were: www.til.lj.org or www.TIL.thecela.org which the latter would allow a piggyback on existing CELA website. CELA.org was registered in 2004 by Brent O'Connor epic serve. Need discussion with board about using CELA name. Landscape Journal can't unveil blog without a domain name. No liabilities for CELA as far as we know. Please contact Dave Pitt directly with questions.

Action Item: Will vote at next conference call concerning the domain name for TIL.

Action Item: Dave will research liability questions and report on that at the February meeting.

6. Interim Executive Director Report:

Strategic planning summary was sent out per December minutes. Please send any comments to Sheila Gidley if you have not done so. The spring conference call meeting schedule still needs adjustment. We will possibly have to redo the poll.

Conference committee structure under evaluation, if you have thoughts on committee work, please send them to Pat, Terry and Dee.

CELA is hosting the next President's Council meeting. The research agenda topic will come from LAF.

7. VP for Research Report:

Chris reported that things are moving along well. Rough draft of abstract book has been put together.

Terry reported that there has been some discussion concerning 2011 papers. Reviewers are not responding. Rachel has 73 papers to review.

Action Item: Terry volunteered to help Rachel Berney with finding reviewers for final reviews.

8. Student Director's Report:

No LABASH update at this time. Lee requested more information on the Janet Singer scholarship fund. A booth will be set up for Lee at the conference.

Lee: Students do not know what they want to write about. Chris Ellis organized a panel about this at the Maastricht conference and is willing to participate in the process. Lee urged to speak with Ming-Han and Chris.

Action Item: Lee will work with Ming-Han to flesh out a proposal.

Action Item: Lee will prepare a student questionnaire.

9. 2nd Vice President's Report:

No submissions have been received to date. The deadline is January 27th for nominations.

9. President's Report:

Terry sent email through CELA asking for comments concerning the ASLA-LAAB proposal. There was not a lot of feedback received. Chris stated that his department would be having a faculty meeting next week and it is on the agenda. Terry had a conversation with Ron Leighton. All of his work is reviewed by LAAB. Not a great deal of separation from ASLA and LAAB. That is something the board of trustees would have to establish. Terry expressed that she did not want any harm to come to Ron due to CELA's stance. Ron may possibly be moving to Alabama this summer. At some point his association with ASLA will end.

Conversation concerning the issue needs to happen at program level. Discussion should focus on what impact the proposed change will have. One of which is that it will move landscape architecture to a lesser professional status particularly in relation to architecture and engineering.

People need to speak to their trustee member. Only two states Tennessee and Virginia require a degree to sit for the exam. Please encourage discussion among your faculty and get discussion points back to Terry. Sean suggested that a wider email may need to be considered.

CELA needs to finish its work on this by March 26th because the agenda goes out early April. Only recourse is to influence board of trustees about by-law change. The bylaw committee will be present at that meeting.

Canadian Society of Landscape Architects, CLARB, CELA, ASLA - were all represented at President's Council Meeting.

Action Item: Dee will send the email out again as a reminder.

Action Item: Terry will compile what has been received and forward to Dee for distribution.

Meeting adjourned: 12:14 p.m.