

CELA Executive Committee

Conference Call, Thursday November 17th, 2011

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

In attendance: Ken McCown, Hala Nassar, Pat Taylor, Dee Solco, Patrick Mooney, Lee-Anne Milburn, Terry Clements, Mary Myers, Chris Ellis, Dave Pitt, Blake Belanger, Ming-Han Li, Will Green, Lori Orta, Elen Deming, Sean Michael.

Regrets: Catherin Bull

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

1. Welcome to CELA's new regional director, Hala Nassar. Pat re-emphasized the importance of sending a "report" or a "no report" prior to call.

2. Discussion/review of past minutes.

[Not done]

3. Budget Preparation (current and future :) (Lori Orta/CPA; Pat Taylor; Dee Solco)

*Discussion focused on line items from the proposed budget. It is anticipated that the new format will be on one-year budgets

*An open item for now is CELA Conference revenues because the USC conference was unique compared to upcoming conferences hosted by public institutions with conference-planning services.

*Landscape Journal subscription fees need to be increased for full time faculty under the full membership listing. Current charges to academic units per FTE are \$30.00; apparent cost is \$60.00 (item to be reviewed with Wisconsin Press and discussed at CELA Board annual meeting.

*(Consideration should be given to including report to the CELA Board from Presidents' Council meetings, the next of which is in January 2012.)

*Suggestion was made that duties and responsibilities of CELA staff (Executive Director, Business Manager e.g.) and CELA Board be included in a CELA operations manual; overlap and coordination with on-going review of CELA by-laws should be determined.

*Suggestion was made to seek LAAB financial contribution to Academic Information System (AIS.)

*New accounting / budgeting system will provide monthly reporting capability; likely implementation of new system in 1-3 months.

*2011-12 budget approved with condition that the approval process for future CELA staff merit increases be approved by the Board; other items requiring Board approval to be identified in conjunction with development of operations manual and revised by-laws.

*Revisions to budget are normally done at midyear meeting.

New accounting system will provide monthly reporting

Action Item: Provide copies of CELA/USC budget for December or January conference call.

4. President's Update 5. Report of Vice President for Research: Chris Ellis

From annual meeting of the National Academy for Environmental Design (NAED) Chris reported that anticipated changes in governance personnel and options for future NEAD workshops were primary topics. Re-affirmation for the value of NAED was noted as was the commitment to continue its annual contribution to NAED. The idea was raised regarding how CELA representatives to other organizations are appointed and are supported; to be further reviewed.

6. LAAB Report: Mary Myers

The discussion focused on ASLA's vote by its Board of Trustees (BOT) to authorize modification to LAAB's by laws regarding the accreditation of non-degree granting programs. LAAB's recommendation was that BOT should table or vote no on the item for reasons such as no positive opinions on the topic had come from educators, and that few department heads knew of the issue. (It was noted that there is an overwhelming number of CELA members who are also members of ASLA.)

Individual votes of the BOT were not counted. Work on by-laws goes to a committee. Mary suggested that everyone lobby their state trustee about the issue. Will bring forward an idea of how CELA can participate. It was suggested that a list of questions for administrators be created to see how schools are impacted. Will spoke with Rhode Island trustee who indicated that more information was needed.

Terry noted that exact language of LAAB by laws changes would be composed for ASLA mid-year meeting; ASLA executive Board will vote on changes at the next BOT meeting; CELA needs to follow-up with its recommendations soon.

Action item: Terry offered to bring proposal to next meeting and Will was asked to review it.

*Due to length of call, Lee Streitz will make his report on the December conference call.

Meeting Adjourned