

## **CELA Executive Committee and Board of Directors**

Regular Meeting - Telephone Conference Call

**Tuesday, 16 November, 2010**

08:00a PDT; 09:00a MDT; 10:00a CDT; 11:00a EDT

In attendance:

President: Elen Deming

Treasurer: Pat Taylor

Second Vice-President: Ming-Han Li

Secretary: Lee-Anne Milburn

Region Directors: Chris Ellis; Robert Corry; Will Green; Nancy Volkman; Ken McCowan; Pat Mooney

Landscape Journal: Lance Neckar and David Pitt

Interim Business Manager: Dee Solco

Guest: Bob Harris, USC, CELA 2011

Regrets/Absent: Art Rice; Claudia Phillips; Terry Clements; Sean Michael

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***[Note: agenda items are in bold italics]***

Meeting called to order: 08:06a PDT; 09:06a MDT; 10:06a CDT; 11:06a EDT by Pat Taylor

Welcome (Deming)

### **1. Approval of October, 2010 Minutes**

Not done.

### **2. Update from Robert Harris re: CELA 2011**

We are close to having contracts for the opening reception and final dinner. The reception is planned for Union Station with the final dinner at garden of Central Library downtown, designed by L. Halprin. Garden has 2 levels - bottom with drinks and hors d'oeuvres, upper level with cafe. They anticipate confirming the tours at the end of the week. They will refresh the images on the website with images reflecting the tours.

Fourteen vendors may be possible - publishers of books, journals or software. There may be setup fees and are hoping to get vendors to pay them. Should we establish a practice for how people get the privilege to present their materials? \$250 seems to have been modest and pay for one full registration.

Kudos to Chris for his management of the abstract reviews, answering questions, and encouraging people. He is a wonderful ambassador for CELA.

### **3. President's update (Deming)**

CELA responses have gone out.

It is a good time for us to be more involved with ASLA to address licensure, professional development, etc. It has been 10 years since we've done a visioning session, and this seems like an appropriate time to take on this task again. We could look outside the organization for a facilitator - Elen met with a management group to discuss how this might work. Questions we need to address include: should there be a VP for communication or development? Should we hire an agency? Goals and priorities, dues structure, membership?

***Action: Dee to send an email to the board about adding the visioning session prior to CELA 2011 or alternative ways to make this occur.***

### **4. Landscape Journal update (Pitt)**

30-1 will be resolved by Thanksgiving and should be distributed in January. 30-2 is in progress with 9 manuscripts - 7 are from junior faculty, doctoral students, or post-docs. 30-1 will have a call for manuscripts for the Halprin issue.

### **5. Vice-President's report (Ming-Han Li)**

He revised the awards announcements from last year and the Call went out November 2 with seven categories. Individual or team teaching is now reflected in the awards. A draft operating manual has been prepared for the awards to work with the by-laws, including a suggested calendar. An overall review of the by-laws is proposed.

***Action: Taylor, Ming-Han and Milburn to review by-laws online via email.***

A schedule for the review of by-laws to be reviewed at the annual meeting in March.

### **6. Secretary's Report**

Nothing to report

### **7. Vice-President for Research report (Ellis)**

The new student director has been appointed and should start at first conference after they've been elected. A change needs to be noted in the by-laws. For one meeting we will have 2 student directors because of the overlap.

Statistics on the conference - 424 total submissions. 18 have been rejected. 138 are accepted; 181 accepted with revisions; 87 for interactive presentations.  
Recommendations for posters - one board per submission.

Students and international submissions that were rejected - what to do? If they have no experience, how do we encourage them?

***Action: Lee-Anne to prepare a brief summary on "how to write an abstract" for the website for review by Elen and Chris.***

We could also provide links to other websites.

***Action: Pat, Lee-Anne and CELA 2011 team need to address LACES.***

***Action: Chris to provide a reminder of revisions one week prior to early registration***

## **8. Fellows Academy report**

Not available to report.

## **9. CLARB Representative's report (Volkman)**

ASLA licensure committee - issue of tying licensure to membership in the ASLA.

CLARB task analysis is out.

Meeting adjourned at 11:28am CST.