



**COUNCIL OF EDUCATORS
IN LANDSCAPE ARCHITECTURE**

CELA President's Report

By Christopher D. Ellis
Tucson Arizona - January 12, 2009

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Landscape Journal Editorship

Editor in Chief, *Landscape Journal*

Call for Statements of Interest & Qualifications

Deadline: April 25, 2008

The current editor in chief of *Landscape Journal*, M. Elen Deming, will complete her term at the end of July 2009. The Council of Educators in Landscape Architecture (CELA) is seeking a successor to commence September 5, 2008. Selection of a new editor (or editorial team) in this way allows for a one-year overlap with the outgoing editor. During the transition year (ay 2008-09), the new editor shall have the title "Editor Designate" and will be responsible for the review of all new manuscripts submitted during the transition year beginning October, 2008.

About the Publication. *Landscape Journal* (LJ) is sponsored by CELA and has been published twice each year, Spring and Fall, since 1982. It is the premier peer-reviewed journal in landscape architecture, "dedicated to the dissemination of the results of academic research and scholarly investigation of interest to practitioners, academicians, and students of landscape architecture." Issues consist primarily of full length refereed articles. Published by the University of Wisconsin Press (<http://www.wisc.edu/wisconsinpress/journals/journals/lj.html>), a not-for-profit organization, *Landscape Journal* is a significant source of funds for CELA.

The Executive Committee of CELA wishes to continue the intellectual vitality and expand the readership of LJ by recruiting cutting-edge content, including full length research and critical articles, selected book reviews, letters to the editor, editorial commentary, interviews, and debate. Content should represent a broad range of relevant methods, findings, concerns, evidence, and opinions.

Description of Duties. The editor in chief is appointed by the CELA Executive Committee and has final responsibility for the editorial and graphic content of the publication, as well as overseeing the quality of print and online production. The editor reports to the Executive Committee (of which he or she is an ex officio member) as needed (for example, participating in monthly conference calls). The editor also reports on the status of *Landscape Journal* in attendance at mid-year and annual meetings. The CELA Executive Committee, in turn, provides modest operating funds to offset office and travel expenses, and supports the development of *LJ* as the leading scholarly journal in the fields of landscape design, planning, management and professional education.

The editor's position is not remunerated by CELA. Typical of many academic journals, the editor's home institution is expected to provide financial or in-kind support for the editor. Depending on the level and type of support provided, the editor may appoint and supervise editorial assistants. The editor shall appoint, seek the counsel and assistance of review editors and an Editorial Board regarding manuscript review and article selection, book and conference reviews, and other issues related to the content and editorial policy of the publication. The editor may call, consult, or visit staff of the University of Wisconsin Press for advice on technical matters of publication and design specifications. Finally, the editor is expected to conduct him or herself at conferences, symposia and meetings to recruit articles, explain the editorial process, and generally make *Landscape Journal* visible to potential contributors and subscribers. Traditionally, the term of service is from five to seven years, after which a new editor shall be selected.

Qualifications. Qualifications for the editorship include: tenure-track faculty status, a recognized record of scholarly achievement, significant editorial experience, excellent project management skills, a broad range of commitment to

issues in landscape architectural research and education, strong institutional support, and active involvement in CELA. In the past, editor(s) have been supported mainly by a single home institution. However, CELA is open to proposals from editorial teams comprising more than one institution.

The statement of interest should briefly describe candidates' qualifications (include brief bio/cv for each team member), rationale/purpose for applying, type of institutional support needed (if the proposal was to go forward), and vision for the future of the *Journal*. It is not necessary to send formal commitments of support at this time.

A short list of candidates will be asked to develop a full proposal describing the structure of an editorial team, management strategy, commitment of institutional support, and rationale for working with an appropriate publishing house. The University of Wisconsin Press, publisher of *Landscape Journal* for more than a quarter century, is eager to remain the preferred publisher and has offered to assist prospective editors in preparing their full proposal, when and if appropriate.

Deadlines.

April 25, 2008	CELA Executive Director receives statements of interest from prospective editors
May 1-20, 2008	Task Force reviews statements and invites full proposals from short list of candidates (with further instructions)
August 15-20, 2008	Full proposals due
August 20-31	CELA Task Force reviews proposals; selects new editor
September 5	New editors/institution notified; set up editing contract
October/Nov. 2008	New editors begin receiving new manuscripts and coordinating peer review; CELA/LJ website is changed; new editor(s) announced in editorial introduction for volume 28:1 (Spring 2009)
January, 2009	New editors formally introduced at the CELA annual meeting in Arizona
March/April, 2009	New editors begin copyediting volume 29:1 (with assistance from SUNY ESF managing editor, if desired)
September/Oct. 2009	New editors submit volume 29:1 (Spring 2010) to Press

No later than **April 25, 2008**, candidates for the editorship should submit a statement of qualifications and interest to:

Janet Singer, Executive Director of CELA
cela@telepath.com

Questions regarding qualifications and editorial duties should be directed to M. Elen Deming (*medeming@syr.edu*); questions regarding the search or support arrangements should be directed to Janet Singer, executive director of CELA (*cela@telepath.net*).

Conference Reorganization

CELA

ANNUAL CONFERENCE – 2008 (January 2009)

TRACK CHAIR COMMITMENT AND RESPONSIBILITIES

Thank you so much for agreeing to be a track chair; your efforts are critical to the success of another CELA Annual Conference. This information is intended to give you an overview of your responsibilities and a timetable for completing your work. Conference organizers and the Conference Chair are at your disposal for inquiry and assistance. Please do not hesitate to contact us:

Conference Chairs:

Alf Simon, University of New Mexico, asimon@unm.net
Ron Stoltz, University of Arizona, rstoltz@u.arizona.edu
Ken Brooks, Arizona State University, Kenneth.Brooks@asu.edu

CELA Conference Staff:

Janet Singer, CELA Executive Director, cela@telepath.com

KEY POINTS TO REMEMBER & DEADLINES

You have four primary tasks: (1) review abstracts and make final decisions on whether the abstract is accepted or rejected for presentation at the conference; (2) organize accepted abstracts into coherent sessions for the conference; (3) Recruit discussants and gain their commitment to participate; and 4) Reorganize your sessions as authors withdraw or other occurrences cause the schedule to bend and flex. The timetable below is intended to help you organize your efforts to achieve these objectives.

Deadline	Item (see descriptions below for details)
April 21st, 2008	Abstract submissions due.
May 1st, 2008	Abstract teams begin reviewing.
June 2nd, 2008	Decisions due on abstracts
June 30th, 2008	Track chairs submit complete sessions to conference committee and select moderators/discussants
July 14th	Send out accept/revise/reject decisions
Sept 1st, 2008	Create draft schedule
Oct 1st, 2008	Post schedule to the web
Nov 15th, 2008	Hotel registration Early registration deadline Presenters must register by early registration deadline
Dec 1st, 2008	Final date for schedule changes
Jan 28-Feb 1, 2009	Conference Dates

REMINDERS

- If you will be unavailable during the critical work time frame (April through September), and unable to follow through on your commitment, contact the conference chair **immediately** and help to find your replacement.
- If an abstract is submitted directly to you, return it to the author immediately and explain they *must* use the proper submission procedures. Direct them to abstracts@telepath.com and to the link for submitting at the web site, or to the instructions for submitting the abstract by mail. Improper abstract submissions will inevitably cause headaches for you and conference staff.

- If you are co-chairing a track, please make sure you communicate with your co-chair to discuss these instructions and how you will divide your efforts. Some of you will be training the next track chair, so please keep that purpose in mind.

THE REVIEW

- **Naming your review team:** Decide who will help in reviewing abstracts. Recruit reviewers that you know you can count on to help you make published deadlines. Reviewers are expected to submit final accept/reject decisions by the Decisions Due on Abstracts deadline.
- **Reviewing Abstracts:** Feedback is very important. Please make an honest attempt to provide useful feedback that will help authors to improve their papers and presentations. In most cases, a few well targeted comments can lead to a good presentation even when an abstract shows obvious flaws. Only on rare occasions is an abstract so void of substance that it should be rejected out of hand. Double-check that reviewer decisions don't conflict. If there is an odd number of reviewers, the fate of the abstract lies with the majority decision.
- **Transferring abstracts to another track** . If an abstract has been inappropriately placed by an author in your track, contact cela@telepath.com for assistance in transferring it to the proper track location. Conferring with the appropriate track chair prior to making the change is appreciated by both conference staff and the receiving chair (it may be you next time!); and keep in mind that the reviewers in the receiving track need time to perform their review so please don't request a track change the day before the review is closed.
- **Interactive Presentations** - If you feel an Interactive (poster) Presentation would be better suited to a full paper, or vice-versa, feel free to suggest this to the author prior to the review deadline. The author must agree. If they do, contact Janet Singer at cela@telepath.com as soon as possible and the change can be made. Also, you may work with the author to change the paper type from an individual paper to a poster if the only option is to reject the work otherwise.

DECIDING THE FATE OF A PAPER ABSTRACT

We encourage you and your reviewers to make definitive statements about the fate of the abstract (accept or reject). Although feedback should be given to help authors improve their work, abstracts should not generally be *re*-submitted. The invitation for an author to resubmit slows down the abstract review process and often leads to problems. On the other hand, the ethic of our organization is to work with the authors of promising scholarship to help them improve their submission. Therefore, we have established an abbreviated process for revision (described below) for you to use, if you choose to do so. The key point is that you still need to make an "Accept" or "Reject" decision for each abstract submission by the review deadline.

- **Accept** - Not much needs to be said about good work. Enter "accept". Even though the work is good, most authors will appreciate comments anyway.
- **Accept and Revise** – Feedback is very important for growing scholarship in landscape architecture. It is in the CELA mission and the purpose of the CELA conference to help ALL scholars—seasoned and aspiring—to achieve a high level of scholarship through the conference peer-review process. As such, accept and revise should normally make up the vast majority of your decisions. If an author's abstract needs work, and you are prepared to accept it with revisions, you must contact the author on your own early in the review process. If you don't have the author's contact information, let us know at cela@telepath.com as soon as possible. Email the author and suggest your point of view. In the case of a student abstract, early dialogue with the student's advisor on the anticipated status of the work by *presentation time* would be helpful.
- **Accept for Interactive Presentation** – If you feel a paper would be better suited to an interactive (poster) presentation, feel free to suggest this to the author prior to the review

deadline. The author must agree. If they do, contact cela@telepath.com as soon as possible and the change can be made. You may also work with the author (and Janet Singer) to change the paper type from an individual paper to an interactive presentation if the only option is to reject the work otherwise.


Reject Some work might show no signs of scholarship whatsoever and be clearly unacceptable for presentation. Enter reject. Honest and constructive comments will be appreciated by authors along with encouragement to submit to the next conference. We will distribute the next year's Call for Papers during the Conference, with immediate posting to the CELA website after the conference.

Other Reviewers and Conflicting Decisions: Reviewers are expected to submit final accept/reject decisions to you by the "Decisions Due" deadline. If there are only two of you reviewing abstracts, please make an attempt to double-check that your decisions don't conflict. If there are three of you, the fate of the abstract lies with the majority decision.

CREATING SESSIONS FROM ACCEPTED ABSTRACTS

Submit completed sessions in a MS Word document. The CELA Abstract Manager will be working on the schedule in MS Word and it would help a great deal if all documents were the same file type.

A complete session includes:

 Title of the session—in most cases created by you

 Tracking ID and paper title of each accepted abstract

 Confirmed discussant and moderator along with their email addresses

A roundtable is a session that stands on its own. The name of the roundtable is the name of the session.

Interactive Presentations will be on display, not presented in a session. Do not include interactive presentations in a paper session.

A pre-organized session should include no less than 3 papers and no more than 5. The title of the session should be established already by the session organizer and is included as the abstract title.

Conference staff will keep you apprised of withdrawals of papers and discussants as they occur within your sessions. Changes to what you think are finished sessions are very likely to occur!

Consider establishing a good balance of scholarship maturity in each session—students, junior faculty, and senior faculty.

NAMING AND CONFIRMING MODERATORS AND DISCUSSANTS

Moderators . This individual may be named from participants/presenters in the session ensuring the likelihood that he/she will attend and perform the job. It is also perfectly acceptable and more often-than-not easier for the discussant to assume this role as well.

Discussants . This individual should not already be presenting a paper in the session, but may be presenting a paper in a different session of the conference. The session topic and dates of the conference should be confirmed as available with the discussant. Email addresses should be provided to the CELA Program Manager with the name confirmation. Direct the discussant to cela@telepath.com for the detailed role description of a discussant. It is helpful for conference organizers to have confirmed discussants beforehand so the schedule can be prepared and conflicts for the discussant's own paper presentations can be avoided. But you may also wait until the schedule is complete to invite your discussants. The trouble is, even when the schedule is set, we can't promise by the conference date that it will stay be exactly the same!

- **Individual Paper Sessions** - require both a moderator and discussant. This can be two people or one and the same person.
- **Pre-Organized Paper Sessions** - require both a moderator and discussant. A discussant may be suggested by the session organizer, but you have the final say, and confirmation with the discussant is still required.
- **Roundtables** - do not require a discussant but do require a moderator. The moderator is typically the person who submitted the abstract, but not necessarily so.

SCHEDULING OF SESSIONS FOR THE CONFERENCE

The schedule is set according to track chair suggestions, availability of meeting rooms, day, date and time availability of authors and discussants, conflict avoidance with meetings and special sessions, conflict avoidance with similar topics, and other very subjective but necessary decisions. With that said:

- Feel free to suggest a session order, but we cannot guarantee it for the final program.
- Please be patient and understanding when changes to your sessions occur due to any of the above-mentioned items or even discussant and author withdrawals.
- Please inform conference staff immediately (cela@telepath.com) if an author contacts you with any changes of information such as paper title changes, email address changes, author additions, or withdrawal.
- As a reminder, all participants must register by the cut-off date if they wish to see their name in print on the final program. Be advised that your sessions may change dramatically after this date. It will likely be the Conference Chair making last minute rearrangements to your sessions due to the timing of the program's production schedule.
- Please confirm discussants as early as possible. They too require our attention as the schedule gets adjusted.
- Once we send the schedule information by e-mail to presenters, the document becomes a living, breathing ever-changing product until the week before the conference when it finally goes to print. Even then, as you arrive at the conference, conference staff will hand you an update to the schedule.

Again, if you have any questions, please feel free to contact either Janet Singer cela@telepath.com or the Conference Chairs.

Thank you, thank you, thank you!

Track Descriptions

New tracks may be created by petition to the Conference Committee and approval of the CELA Board. Existing track descriptions may be modified by the Conference Committee with approval of the CELA Board.

The **Design Education and Pedagogy** track accepts papers that illuminate and help improve understanding of the purposes of design education and the uses of curriculum and pedagogy as strategies for serving these purposes. Papers should refer to and build on literature on education, teaching, learning, and design. Reflective accounts or evaluations of educational practice, critiques of contemporary educational practices, and proposals for more focused and influential educational practices are welcome.

The **Sustainability** track accepts papers that discuss innovative ways to build human environments that are environmentally productive, economically feasible, and socially equitable.

The **Design Implementation** track accepts papers that discuss innovative construction technologies and materials, development of new standards, and best management practices.

The **History, Theory and Culture** track accepts papers that discuss land use and design from prehistory to the present. Papers are typically presented as a theoretical discourse in areas such as urban theory, social and cultural theory, environmental philosophy, and environmental ethics.

The **Communication & Visualization** track Chair calls for paper abstracts that propose or explore new approaches or innovative advancements in the teaching or application of design communication methods.

The **Landscape Planning and Ecology** track accepts papers that discuss landscape form and function, landscape ecology, natural drainage systems and constructed wetlands, sustainable coastal margins, urban forestry, wildlife habitat conservation, greenways, and so on. Topics related to environmentally friendly development codes are also covered.

The **People-Environment Relationships** track accepts papers that explore the human experience of place and the human dimensions of design. In this approach, the environment is conceived broadly, encompassing not only the natural and the built environment but also the way that social, cultural, political and economic forces influence the appearance, meanings and uses of space. Topics within this track include psychological responses to the environmental, the behavioral impacts of the environment, attitudes, behavior and socio-cultural factors related to the design of human spaces, and the effect of public policies and regulation on quality of life.

The **Urban Design** track accepts papers that discuss issues such as the design of pedestrian space and alternative transportation, sustainable urbanism, active living by design,

The **Methods of Inquiry** track accepts papers that discuss quantitative, qualitative, and mixed methods for landscape design and planning; case studies, GIS mapping, spatial analysis, and design support system; statistical and computational modeling of landscapes; information technologies and design.

Track Chairs and Members

© Denotes track chair

TRACKS:

- Design Education and Pedagogy

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- Sustainability

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- Design Implementation

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- History, Theory and Culture

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- People-Environment Relationships

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- Urban Design

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- Methods of Inquiry

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New Board Positions

NEW CELA BOARD MEMBER DESCRIPTIONS

Vice President for Research

The position of Vice President (VP) for Research is established to elevate the role and visibility of research in landscape architecture. Research in landscape architecture is critical to the growth of the professional community, the advancement of higher education, and the health, safety and welfare of the general public.

The primary responsibility of the VP for Research is to publish an annual research agenda that is inclusive of all vital areas of research being conducted in the field of landscape architecture and that advances the landscape architecture body of knowledge. The agenda should be developed in consultation of the broader CELA membership and in collaboration with other national/international societies that serve the interests of landscape architecture.

Other responsibilities include assisting the Executive Director and Conference Committee in coordinating the abstract and full paper review processes of the Annual CELA Conference. The VP for Research should also participate in activities involving research awards and public recognition.

Student Director

The position of Student Director is established to bring landscape architecture student issues to the attention of the CELA Board and to communicate the activities of the CELA Board to the community of students in landscape architecture. Students are the future of the academic discipline and should be supported through activities of the annual CELA conference and other scholarly outlets. Active communication with students through a Student Director to the CELA Board ensures that student needs are discussed and addressed with expediency. In addition, the Student Director should communicate the activities of the CELA Board to students through related student organizations nationally and internationally. The Student Director is expected to establish and maintain adequate means of communication to the landscape architecture student body.

Academy of Fellows Director

The position of Academy of Fellows Director is established to link the senior scholars of the landscape architecture discipline to the governing body. It is anticipated that the Fellows will serve in an advisory capacity to the CELA Board providing assistance in strategic planning, developing position papers and presentations on critical issues, mentoring junior faculty and new administrators, and advocating for the discipline throughout the university.

The Fellows Director is elected by the Fellows to serve a 2-year term as a voting member on the CELA Board of Directors. The primary responsibilities of the Fellows Director are to organize the fellows meeting during the annual CELA conference, to communicate the activities of the CELA Board to the Fellows, and to organize the election of the next Fellows Director. The organizational structure, agenda and activities of the Academy of Fellows is determined by the Fellows and the Fellows Director.

CONSTITUTION: The Council of Educators in Landscape Architecture Incorporated

ARTICLE 3: GOVERNANCE

- 3:1 BOARD OF DIRECTORS: The CELA shall be governed by a Board of Directors (referred to hereinafter as the Board) comprised of the Officers of The CELA and the Regional Directors. The Board shall be the administrative and governing body of The CELA. All legislative and administrative powers granted herein, and in the by-laws, are vested in The Board. The Board is empowered to transact all business not specifically reserved for action by the voting Institutional Membership.
- 3:2 DIRECTORS:
- 2.1 OFFICERS: Officers of The CELA shall be a President, an immediate Past-President, a First Vice-President/President-Elect (1st VP), a Second Vice-President (2nd VP), a Vice-President for Research, a Secretary, and a Treasurer. The President, immediate Past-President, and the 1st VP shall be faculty members at Member or Associate Member Institutions. Each other officer shall be a faculty member of a Member or Associate Member Institution or a Corresponding Member. The officers of The CELA shall be the Executive Committee. The President shall serve as the Chair of the Board of Directors and as the Chair of the Executive Committee.
- 2.2 ~~REGIONAL~~ DIRECTORS: Directors of The CELA shall be Regional Directors, an Academy of Fellows Chair, and a Student Director. The Student Director shall be enrolled in a professional landscape architecture degree program (e.g., BLA, MLA) at a CELA Member School or a Ph.D./Doctoral student holding at least one (1) professional degree in landscape architecture. The Academy of Fellows Chair shall be a member of the CELA Academy of Fellows. Each region prescribed by The Board shall elect a Regional Director who will administer the affairs of The CELA for that region. Each Regional Director shall be a faculty member at a Member or Associate Member Institution or a Corresponding Member from the region in which he/she is elected.
- 3:3 ELECTIONS OF DIRECTORS:
- 3.1 OFFICERS: The First Vice-President/President Elect shall assume the Presidency upon completion of the term of the preceding President. The Past President shall assume this position upon completion of the Presidency. All other officers shall be elected by secret mail ballot of the voting Institutional Membership, conducted by the Past President in advance of the Annual Meeting from a slate of nominees solicited from the full Membership and augmented as necessary by the Executive Committee in order to encourage diversity. The President, Past-President, and newly elected officers shall be installed and commence their duties at the first Annual Meeting following their election and shall hold office until the Annual Meeting concluding their terms as designated by The Board in the Bylaws.
- 3.2 ~~Regional~~ DIRECTORS: ~~Each~~ Regional Directors shall be elected by secret mail ballot of the voting Institutional Membership of the Director's region, conducted by the Past President in advance of the Annual Meeting from a slate of nominees solicited from the region's full Membership and augmented as necessary by the Executive Committee in order to encourage diversity. The Student Director shall be elected by secret mail ballot

of the voting Institutional Membership. The Academy of Fellows Chair shall be elected by the Fellows.

~~The Regional All~~ Directors shall be installed and commence their duties at the first Annual Meeting following their election and shall hold office until the Annual Meeting concluding their term as designated by the Board in the Bylaws.

3:4 VOTING RIGHTS: At meetings of the Board, and monthly conference calls, each Director shall be entitled to one vote, except Ex-Officio members (see by-laws) who are not entitled to vote. A Director may assign an official alternate to attend the Board Meeting to vote in his/her absence by written declaration of such to the Chair of the Board. In the case of an alternate representing a Regional Director, the alternate must be from a Member or Associate Member Institution or be a Corresponding Member of the Director's Region. In the case of a lack of a quorum at a Board Meeting, a mail vote shall be taken of The Board so that necessary business may be transacted.

3:5 VACANCIES AND RESIGNATIONS

5.1 VACANCIES: If a vacancy occurs among The Board, the remaining Directors shall be empowered by a majority vote to make a temporary appointment to the vacant position for the unexpired balance of the term of service, or pending the election of a successor.

5.2 RESIGNATIONS: A Director may resign at any time by giving written notice to the Chair of the Board. Such resignation shall take effect at the date of receipt of such notice or at any later time specified therein and the acceptance of such resignation shall not be necessary to make it effective. The unexpired term of the resigning Director shall be filled in accordance with Article 3:5.1 above.

BYLAWS OF THE COUNCIL OF EDUCATORS IN LANDSCAPE ARCHITECTURE
ARTICLE 3: OFFICERS AND EXECUTIVE COMMITTEE

3.1 DUTIES AND TERMS OF OFFICE

PRESIDENT: The President shall serve as the Chief Operating Officer of The CELA, shall be Chair of the Board of Directors and Chair of the Executive Committee. The President shall interpret the policy established by the Board and carry out its directions. Specific duties of the President shall include: presiding at The CELA Annual Meeting as well as other meetings of The CELA; calling and presiding at Board meetings; calling and presiding at Executive Committee meetings; preparing an annual report to the Board and The CELA Membership; appointing the Awards Committee and other such task forces necessary to carry out the purposes of The CELA; keeping the Official CELA Seal; organizing the Board-sponsored event, if any, and overseeing plans for the Annual Conference in the year that he/she is President and such other activities and tasks as may from time to time be assigned by the Board or Executive Committee. The President shall serve a one-year term.

1.1 PAST-PRESIDENT: The immediate Past-President shall be a member of the Board and of the Executive Committee. Specific duties of the Past-President shall include: advising the President and First Vice President; conducting the election of Officers and Directors and distributing copies of the Constitution and By-laws to new Directors; proposing to the Executive Committee and the Board essential amendments (if any) to the by-laws; and such other activities as may from time to time be assigned by the Board or Executive Committee. The Immediate Past-President shall serve a one-year term.

1.2 FIRST VICE-PRESIDENT/PRESIDENT ELECT (1ST VP): The First Vice President/President-Elect shall serve in the place of the President when the President is unable to perform his/her duties and shall be a member of the Board and the Executive Committee. The 1st VP shall aid the President in interpreting the policy established by the Board and shall prepare to assume the Presidency upon completion of the current President's term of office. Specific duties of the 1st VP shall include: conducting an annual review and update of The CELA Strategic Planning program and shall present priorities and initiatives for the upcoming year to the executive committee for discussion and approval at the mid-year meeting. The first vice-president shall coordinate with The CELA Treasurer on the budget for these initiatives prior to the presentation at every Board of Directors Meeting held at the Annual CELA Conference; representing The CELA at meetings of the ASLA Council on Education and the Landscape Architecture Foundation; conducting selection of a host institution for the Annual Conference in year that he/she will be Past-President; overseeing plans for the Annual Conference in the year that he/she will be President; coordinating the meeting of department chairs and program directors at the Annual Conference in the year that he/she is president-elect; and performing such other activities and tasks as may from time to time be assigned by the Board or Executive Committee. The 1st VP shall serve a one-year term.

1.4 SECOND VICE-PRESIDENT (2ND VP): The Second Vice-President shall serve in the place of the 1st VP when both the President and the 1st VP are unable to perform their duties and shall be a member of the Board and the Executive Committee. The 2nd VP shall be responsible for the regional activities of The CELA. Specific duties of the 2nd VP shall include: planning and coordinating surveys of members conducted by the Regional Directors; communicating with the Regional Directors to encourage and aid in setting up regional meetings; and performing such other activities and tasks as may from time to

time be assigned by the Board or the Executive Committee. The 2nd VP shall serve a two-year term, and shall be elected on years alternate to the election of the treasurer.

1.5 VICE-PRESIDENT FOR RESEARCH: The Vice President (VP) for Research shall serve as coordinator of research related business of the CELA. The VP for Research shall publish an annual research agenda outlining developing areas of knowledge that are of interest to the CELA membership and for which support should be encouraged. This includes collaborating with related organizations in establishing research priorities. Other duties include overseeing the abstract and paper review processes of the annual conference and participating in research awards and recognition. The VP for Research shall be a member of the CELA Board and Executive Committee and serve a two-year term.

1.6 SECRETARY: The Secretary shall serve as the official recorder of all The CELA's business and shall be a member of the Board and the Executive Committee. The Secretary shall work with the Executive Committee and the Board to communicate The CELA's business and administrative operations to the membership. Specific duties shall include: recording minutes of the Executive Committee and the Board; distributing such minutes to the Executive Committee, the Board, and as necessary, to the membership; editing and distributing the newsletter; submitting to The CELA Archives copies of all minutes, newsletters, membership directories, Annual Conference publications and any other materials necessary to fully document activities of The CELA; administering the official business of the Corporation; maintaining the Articles of Incorporation; Constitution and By-laws as well as other documents required by corporate law; and performing such other activities and tasks as may from time to time be assigned by the Board or the Executive Committee. The Secretary shall serve a two-year term and shall be elected on years alternate to the Treasurer.

1.7 TREASURER: The Treasurer shall serve as the financial officer of The CELA and shall be a member of the Board and the Executive Committee. The Treasurer shall work with the Executive Committee and the Board to maintain the fiscal stability and accountability of The CELA. Specific duties shall include: preparing an Annual Report; preparing the annual budget and financial statements of the corporation for approval by the Board; making a semi-annual report to the Executive Committee on balances of appropriations; collecting, depositing and dispersing funds as authorized by the Board; recommending dues structure to the Board; keeping the bank accounts of The CELA including checking, savings, and special accounts, maintaining the official roster of members; preparing and distributing the membership directory; determining the FTE from Member and Associate institutions to determine the number of copies of the Landscape Journal that should be mailed to each school, and performing such other activities and tasks as may from time to time be assigned by the Board or the Executive Committee. The Treasurer shall serve a two-year term and shall be elected on years alternate to the Secretary.

1.8 EXECUTIVE DIRECTOR: The Executive Director shall serve at the pleasure of the Board as an Ex-Officio member of the Board. The responsibilities of the Executive Director shall be as follows:

- 8.1 The CELA's representative to CELA's sister organizations: ASLA, CLARB, PALLAF, LAAB. Report to the Board on correspondence with them.
- 8.2 Prepare promotional literature for mailing to potential new members.
- 8.3 Coordinate with the host institution for the annual conference.
- 8.4 Follow-up with the host institution for production of the proceedings.
- 8.5 Assist the Secretary with the preparation of the newsletter, write one article, collect other articles, solicit position ads and others, oversee web pages.
- 8.6 Attend meetings as directed by the Board including:
 - 6.1 The CELA Mid-Year meeting and The CELA Annual Conference.
 - 6.2 President's Council Meetings.
 - 6.3 LAAB Meetings.
 - 6.4 Additional meetings as needed.
- 8.7 Coordinate the Mid-Year and Annual Board meetings and monthly conference calls.
- 8.8 Maintain contact with the manager of the University of Wisconsin Press and the editorial staff of the Landscape Journal.
- 8.9 Maintain The CELA's database of institutions and faculty members.
- 8.10 Oversee the maintenance of The CELA web page preparation and other online databases.
- 8.11 Coordinate with Board for details related to upcoming meetings.
- 8.12 Develop plans for revenue generating activities for approval by the Board.
- 8.13 Upon approval by the Board, initiate new services and activities
- 8.14 Work with the Treasurer in submitting a proposal for the succeeding year's budget at the Annual Conference. Prepare financial statements quarterly for Board review.

Growing the Profession

Growing the Profession – CELA contributions to the ASLA special meeting in July

1. Develop accreditation standards that strengthen existing programs while nurturing new programs
 - LAAB new standards should make a difference. CELA worked together with LAAB to vet the new standards on minimum faculty numbers.
 - Faculty need time for research, most faculty are loaded with teaching core courses and do not have time to establish research agendas or to participate in university administration.
2. Expand programs into diverse areas of the university such as liberal arts, maybe even engineering schools (Jan Cervelli)
 - Currently, LA programs are established in schools of architecture, horticulture, natural resources & environment. This diversity is a strength and is important for the long term health of the profession and discipline. Expanding on the diversity of offerings within the university will further strengthen the field.
3. Invest in professorships and expand faculty
 - Improves the efficiency of LA programs (currently one of the most expensive majors on campus)
 - enables LA faculty to staff administrative positions
 - enables teaching of important specialty courses and not just core courses
 - Frees up faculty time to complete research
 - Sponsored courses could help improve resources for programs
4. Develop a clear path toward academic careers
 - Scholarship & research expectations for faculty are high and getting higher.
 - Ph.D. education with one professional degree and professional experience represents an ideal candidate for a faculty position.
 - Development of National Academy of Environmental Design promises to be a good support structure to help organize design research
 - CELA establishing VP for research to coordinate research within its membership and to communicate with ASLA and the National Academy of Environmental Design.
5. Talk with state legislators about investing in LA education (lobby day)

- Talking with Deans and Provosts is important but most get their resources from state legislatures (primarily). Thus, coordinating with the provosts and deans to lobby state legislators and communicate the importance of landscape architecture education is a winning combination.
6. Coordinate with community colleges to create a cost effective path to achieving a university level accredited degree
- Coordinate with CCs to establish a career path to accredited LA programs
 - Approve CC courses for credit transfers to accredited university programs

LAAB Standards

Proposal from the Council of Educators in Landscape Architecture (CELA) to the Landscape Architecture Accreditation Board (LAAB) for Revising the Draft Accreditation Standards.

March 3, 2009

The Council of Educators in Landscape Architecture board (CELA) has reviewed the Landscape Architecture Accreditation Board (LAAB) Draft Accreditation Standards, issued November 26, 2008. In general, CELA supports the notion of a move toward outcomes based assessment to support easier and more consistent program evaluation. CELA is also vitally aware of the ASLA desire to increase numbers of graduates in order to meet the needs of the profession.

There is consensus among the profession that more students need to be enrolled and graduating from professional degree programs. The ASLA Council on Education advocates increasing the capacity of degree programs through supporting existing and establishing new programs. The ASLA Initiatives on Growing the Profession (revised 1-10-08) identifies possible strategies to support these efforts. A key strategy of interest to CELA is: "program evaluation through LAAB to support LA programs" (ASLA Initiative, p.2).

CELA's goal is to promote language in the accreditation standards that will support establishing new programs without penalizing existing programs. Strong standards and specific language favor long term benefits to programs (and the profession) through ensuring adequate faculty numbers, good student/faculty ratios, and high quality facilities, equipment and technologies. We view these measures as key lines of defense for threatened programs and as support for emerging programs.

CELA examined and assessed the Planning Accreditation Board's criteria (PAB) for faculty size (among other organizations'). The terms SHALL and SHOULD in the PAB statement are particularly effective in setting a standard for faculty numbers. The "shall" is mandatory and the "should" is prescriptive. A fixed number is given only for the *prescriptive* size with the idea that university administrators will understand it as the goal. The *mandatory* size has no number and instead is connected to the program's ability to deliver on its goals and objectives. Thus, a program could make a case for meeting the *mandatory* size despite the fact that it is lower than the *prescriptive* size.

The pressure this approach has on administrators is to grow the program to the prescribed number or to forever justify that it meets the mandatory expectations of the accreditation board. It also provides the flexibility needed for new programs to get started and the pressure needed for them to grow into a viable and stable program of sufficient faculty numbers. In the proposed CELA revisions, the language of the planning accreditation standard was modified slightly to support university programs where research expectations are significantly higher.

CELA vetted the proposed revisions (below) through the program administrators of its member schools. The response from existing schools was overwhelmingly in support of the revisions (none were against). The response from candidacy programs was more cautious but most of

these were written by deans and upper administrators who would predictably be pressured by the prospect of dedicating additional faculty lines.

The proposed revisions are outlined below. The CELA board would appreciate the consideration of these revisions by the LAAB before finalizing the new accreditation standards.

Respectfully,

The Council of Educators in Landscape Architecture Board

Christopher D. Ellis, President
Mary Myers, Past President
Claudia Phillips, President Elect
Michael Robinson, Second Vice President
Janet Singer, Executive Director
Pat Taylor, Treasurer
William Grundmann, Secretary
Patrick Mooney, Director Region 1
John C. Elsworth, Director Region 2
Nancy Volkman, Director Region 3
Stevie Famulari, Director Region 4
Kim L. Wilson, Director Region 5
Brian LaHaie, Director Region 6
Will Green, Director Region 7
Jacky Bowring, Director Region 8

Related to Minimum Requirements for Achieving and Maintaining Accredited Status

LAAB Draft Accreditation Standards November 26, 2007 state:

4. “Faculty instructional full-time equivalence (FTE) must be as follows:
 - a. An academic unit that offers a first professional program has at least three FTE instructional faculty who hold professional degrees in landscape architecture, at least one of whom is full-time.
 - b. An academic unit that offers first professional programs at both bachelor’s and master’s levels, has at least six instructional FTE, at least four of whom hold professional degrees in landscape architecture, at least two of whom are full-time.”

CELA proposes the following revision:

4. The faculty shall be of a sufficient size to accomplish the program’s goals and objectives, to teach the curriculum, to support students through advising and other functions, to engage in research, creative activity and scholarship and to be actively involved in professional endeavors such as presenting at conferences.
 - a. An academic unit that offers a first professional program should have a minimum of five fulltime faculty who hold professional degrees in landscape architecture.

- b. An academic unit that offers first professional programs at both bachelor's and master's levels, should have a minimum of seven fulltime faculty, at least five of whom hold professional degrees in landscape architecture

Related to Standard 2.B institutional support:

LAAB Draft Accreditation Standards November 26, 2007 state:

“B. Institutional support. The institution provides adequate resources to enable the program to achieve its mission and goals.

Assessment: The number of faculty is adequate to achieve the program's mission and goals.

Assessment: Student/FTE faculty ratios in studios typically do not exceed 15:1.”

CELA proposes the following revision:

Assessment: The number of faculty meets LAAB requirements or is on a trajectory to meet minimum requirements by the following accreditation visit.

Assessment: Student/fulltime faculty ratios in studios should not exceed 15:1.