

C002 CSSA EXECUTIVE COMMITTEE

- A. Status: Standing Committee
- B. Composition: The CSSA Executive Committee consists of the President, the President-Elect, and the immediate Past President of CSSA. Officers must hold the Active membership category or another category having the same privileges of Active membership (Emeritus, Corporate, Certification.)
- C. Tenure: Since the President-Elect moves automatically to the positions of President and to immediate Past President, the term of office is approximately three years.
- D. Functions:
1. Assumes the functions and responsibilities specified in the CSSA Bylaws. The Executive Committee shall have power to act for the Board of Directors on matters that arise between meetings of the Board of Directors.
 2. Holds meetings as needed throughout the year. The Executive Committee may issue directives and transact electronically regarding Society business matters as it deems appropriate during the year. Robert's Rules of Order will be used as a guide for conducting Executive Committee meetings. Minutes from Executive Committee and Board of Directors meetings are posted at www.crops.org/about-society/executive-committee-minutes
 3. Gives due consideration to the Strategic Plan and organization of the Society, as well as to current operations. The Executive Committee shall take action on recommendations resulting from these deliberations or shall present the recommendations to the Board of Directors, as appropriate.
 4. Serves as the Honorary Membership Selection Committee. CSSA Past President serves as Chair.
 5. CSSA will pay expenses for officers to attend Executive Committee and Board of Director meetings, and other meetings, where the individual is performing official duties on behalf of the Society. This includes the Society's Annual Meeting.
- E. President's Responsibilities to the CSSA Executive Committee:
- The President:
1. Shall schedule all regular meetings of the CSSA Executive Committee and any special meetings that may be required for transaction of Society business, in coordination with the Chief Executive Officer.
 2. Shall serve as presiding officer of the Executive Committee at all its meetings. In his/her absence, the Past President functions in that capacity.
 3. Shall draw up the agenda for Executive Committee meetings, with the cooperation of the Chief Executive Officer.
 4. Shall take to the Executive Committee pertinent recommendations received from members and committees of the Society that are intended for action by the Executive Committee.
 5. Shall implement actions approved by the Executive Committee.
 6. Shall report all actions taken by the Executive Committee to the CSSA Board of Directors for its information and action, if needed.

7. Authorizes the President-Elect to review, correct, and approve the minutes of the Executive Committee meetings, as organized and submitted by the Chief Executive Officer.