

# **Current ESS Rules of Operation**

August 2008

## **ESCOP COMMITTEES**

ESCOP's functions are accomplished principally through the work of its committees and subcommittees. To provide continuity to the committees, a committee chair and a committee chair-designate, each for two-year terms, are appointed via the ESCOP nominations process. Furthermore, to provide staff support to core committees, each is assigned an ED from one of the five regional associations to serve as an executive vice chair. However, this designation does not preclude an ED from serving as a core committee's chair-designate or chair. Each core committee is authorized to form subcommittees.

Subcommittees are appointed by the ESCOP chair and they function indefinitely subject to satisfactory annual reports and periodic review. Task forces are temporary and function for defined periods of time, work with specific charges, and report to the sponsoring core committee.

## **ESCOP HAS FIVE CORE COMMITTEES:**

### **I. BUDGET AND LEGISLATIVE COMMITTEE**

The ESCOP Budget and Legislative Committee is charged with developing annual justifications for the federal budget process, in consultation with the BAA and others; recommending appropriate science and technology programs that are linked to multistate and national research initiatives; and, providing guidance in the assessment of impacts resulting from the SAES system.

The membership of this committee is as follows:

- Two delegates from each of the five SAES/ARD regions
- One ED to serve as executive vice-chair and to assist the chair
- Two CSREES representatives
- One ARS representative
- One representative each from CROPS 99 and FAIR 2002
- One representative each from NASULGC Boards on Human Science, Natural Resources and Veterinary Medicine
- One representative from NAPFSC
- One representative from CARET

- One liaison representative from each of the other COPS (3) and NASULGC Director, Federal Relations for Agriculture

## **II. COMMUNICATION AND MARKETING COMMITTEE**

The ESCOP Communication and Marketing Committee, in consultation with the BAA and others, is charged with providing guidance in the assessment of impacts resulting from SAES/ARD system; developing marketing strategies/initiatives, when appropriate; and leading ESCOP's communication efforts.

The membership of this committee is as follows:

- Two delegates from each of the five SAES/ARD regions
- One ED to serve as executive vice-chair and to assist the chair
- One representative from CARET
- One ECOP representative

## **III. SCIENCE AND TECHNOLOGY COMMITTEE**

The ESCOP Science and Technology Committee is charged with organizing the collection of national research projects into a cohesive portfolio of research programs that support sustained federal appropriations for SAES/ARD research endeavors. In this process, the committee will link regional and national multistate, multi-functional and multi-disciplinary activities. Additionally, coordination of regional and national research programs with national initiatives such as CROPS 99 and FAIR 2002 is expected.

The membership of this committee is as follows:

- Two delegates from each of the five SAES/ARD regions
- One ED to serve as executive vice-chair and to assist the chair
- One CSREES representative
- One ARS representative
- One representative each from CROPS 99 and FAIR 2002
- Liaison representatives may include ERS, OSTP, other COPS and other federal agencies as appropriate (i.e., NASA, EPA, DOE)

#### **IV. NATIONAL RESEARCH SUPPORT PROJECT REVIEW COMMITTEE**

The ESCOP National Research Support Project (NRSP) Review Committee is charged with establishing criteria for annual review of NRSPs and for review of proposals for revised or new NRSPs; annually reviewing progress and budget for existing NRSPs; developing and overseeing the process of review of proposals for revised and new NRSPs including selection of reviewers, establishment of protocols for the review, and development of the specific charges to the review panel; recommending to ESS the establishment of new NRSPs, continuation of revised NRSPs and continuation of existing NRSPs; advocating for the NRSP system by assuring a documentation system is in place including development of impact analysis; assuring that the NRSP portfolio is monitored and is responsive to research support needs identified by ESCOP or the NRSP Review Committee. The NRSP Review Committee shall be subject to all procedures and policies as identified in the NRSP Guidelines adopted by the ESS January 2003, and as subsequently modified.

The membership of this committee is as follows:

- One representative from each of the four SAES regions, who is a current or past member of an multistate review committee, and one from the ARD region, appointed by the regional association chair.
- One representative from Extension appointed by the ESCOP Chair following the recommendation of the ECOP Chair.
- One representative from CSREES, preferably a National Program leader, recommended by the CSREES Administrator and appointed by the ESCOP Chair.
- One stakeholder representative, possibly a CARET representative, appointed by the ESCOP Chair.
- Two regional executive directors appointed by the ESCOP Chair. One of the executive directors should be from the same region as the chair of the committee and serve as executive vice chair to administratively support the committee.

#### **V. EXECUTIVE COMMITTEE**

The ESCOP Executive Committee is charged to assist the chair on actions needed between regular meetings of ESCOP, including, but not limited to handling the continuing business of ESCOP and ESS; attending to all organization and policy matters with NASULGC, agencies of the federal government, farm (commodity and agribusiness) organizations and groups; assessing

the goals and purposes of the organization on a continuing basis; recommending changes in the structure and organization of ESCOP to meet society's needs and the needs of the section; assuring that appropriate lines of communication are identified and effectively implemented and maintained; identifying expertise among stakeholders and within the section for possible service in various roles (e.g., advisory groups).

The membership of this committee is as follows:

- Chair
- Chair-elect
- Executive vice-chair (ED within the chair's region)
- Immediate past chair
- Senior ESCOP representative from each region (5)
- Representative to NASULGC BAA Policy Board of Directors
- Regional EDs (5) (Note that one of these persons serves as Executive vice-chair)
- Chair, ESCOP Budget and Legislative Committee
- Chair, ESCOP Advocacy and Marketing Committee
- Chair, ESCOP Science and Technology Committee
- Chair, ESCOP Partnership Committee
- Liaison representatives from CSREES (Administrator), NASULGC (Director, Federal Relations for Agriculture), CARET, and the advocacy organization(s).