

AAAS Convention Advisory Committee

Terms of Reference

1) Role

The purpose of the AAAS Convention Advisory Committee is to work with AAAS staff in planning the annual convention.

2) Responsibilities

The key duties of the Committee are to provide support with planning and implementing different segments of the upcoming convention including, but not limited to:

- Speakers and Topics
- Speaker Gifts
- Convention and Saturday Night Gala Theme
- Region Recognition
- Volunteers
- Marketing Competition
- Networking Opportunities
- Use of Technology
- Preconference Entertainment
- Tradeshow Time

3) Membership

The AAAS Convention Advisory Committee is made up of various Agricultural Society members throughout the host region. Participation on the Advisory Committee is completely voluntary.

4) Commitment and Meetings

Committee members are expected to attend two meetings pre-convention. The meetings occur at a time and date determined by Staff. The purpose of the first meeting is deliberate the aforementioned segments, while the purpose of the second meeting is to review planning progress and determine next steps for implementation. Each Agricultural Society represented in the Committee is expected to have at least one volunteer during convention in addition to attending the advisory meetings. The volunteer during convention does not have to be the same member that attended the advisory meetings.

5) Term

The Committee will be activated at a time designated by AAAS staff and remain active until the completion of the annual convention closing survey.

6) Committee Organization

The committee will be organized by AAAS staff who will also be responsible for leading the two planned pre-convention meetings. AAAS staff will also be responsible for all minute taking during planned meetings.

7) Decision Making

Decisions will be made through open vote with majority rule using all members present. Other forms of decision making can be used alternatively if agreed upon by consensus of all members in attendance. Decisions made by the Committee will be implemented through Staff's discretion.

8) Compensation

In exchange for participating on the AAAS Convention Advisory Committee, each Agricultural Society represented will receive 50% off the registration fees of one delegate. The delegate receiving the discounted price does not have to belong on the Advisory Committee if another member of their Agricultural Society fulfills all requirements of a committee member.