



International Society of Arboriculture

Student Sub-Committee Structure

Purpose Statement: To develop student programs, to assess and meet student member needs, provide feedback on student membership activities.

Structure

The Student Sub-Committee (the Committee) is a body reporting to the International Society of Arboriculture (ISA) Membership Committee. The Committee shall consist of a maximum of 11 members.



Criteria

Each will have experience related to education or involvement in advising new arborists. In order to provide diversity of thought and experience, the committee will include at least two members from outside North America. Voting seats on the committee will include at least one (1) current student. The immediate past chair for the Committee will serve as a non-voting member. The Chair votes in the event of a tie vote.

Selection

- ☐ Nominations for open seats are reviewed in June before the ISA Annual Conference.
- ☐ Nominations are open to any current ISA member.
- ☐ Nominations for all seats, except the chair, are approved by the Student Sub-Committee.
- ☐ The Chair shall be appointed by the Membership Committee Chair.
- ☐ Committee shall make efforts to include representation from the ISA Board and COR if possible.

Terms of Office

- ☐ Appointments for committee members shall be for a term of three (3) years with the exception of the Chair and Past-Chair seats.
- ☐ Consecutive terms shall be limited to two (2) full terms with the exception the Past-Chair seats.
- ☐ Committee members that leave due to term limits cannot be appointed to another seat on the committee without at least one (1) year off the committee.

Duties and Responsibilities



Committee

- ☐ Recommend and review the requirements for student membership as detailed in the ISA bylaws and Policy and Procedures Manual.
- ☐ Recommend and develop student out-reach programs.
- ☐ Provide suggestions and feedback on performance metrics for student membership services.

- ☐ Identify and recommend areas for future growth.
- ☐ Support and align all student-focused activities with ISA's strategic planning document.

Committee Members

- ☐ Members of the Committee shall participate in Committee meetings, conference calls, and other committee communications in a timely manner.
- ☐ Review and, if necessary, ask for information on every important matter requiring Committee action; read all materials distributed to the Committee.
- ☐ Keep informed of work delegated to the Committee and serve usefully when assigned to the Committee.
- ☐ Publicly support positions adopted by the appropriate two-thirds percentage of the Committee, even though his/her personal view of the issues may differ.
- ☐ Protect absolutely the disclosure of confidential information received.
- ☐ Abstain from voting on actions where personal advantage is involved. The member should ensure his/her abstention is recorded in the official minutes of the meeting at which such matters are discussed.



Meetings

A Sub-Committee meeting may be held in conjunction with the ISA Annual Conference and any additional meetings will be via teleconference or if a quorum of the Sub-Committee is in attendance at any location as determined by the Committee. Most meetings will be held via teleconference.

ISA Staff Administrative Responsibilities

- ☐ ISA staff liaison will create agendas and schedule meetings.
- ☐ ISA staff liaison will take and distribute notes to committee members in a timely fashion.

