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BOARD DOCUMENT

TO: Board of Directors

FROM: Conference Program Committee and Committee on Committees

DATE: 21 April 2006

RE: Proposed change in the name and charge of the Conference Program Committee

RECOMMENDATION: That the Board of Directors approve the change in name and charge of the Conference Program Committee as stated below.

BACKGROUND INFORMATION: The Committee's name and charge need to be updated to be in compliance with Board Document A06-20, which was approved by the Board in October 2005. The committee is also updating its charge.

Existing	Proposed	Rationale
Conference Program Committee	Annual Conference Advisory Council	Board Document A06-20 requires that the committee change names.
Five members appointed for terms of office, in accordance with the Conference Guidelines, for each SLA Conference. The SLA Board of Directors shall approve the appointment of the Conference Program Chair as nominated by the President- Elect no later than 24 months before the Conference dates.	Seven voting members appointed for terms of office, in accordance with the Conference Guidelines, for each SLA Conference, one of which is the Division Cabinet Chair Elect at the time the Advisory Council is formed, and one who also serves as a liaison to the Exhibitor Advisory Council. In addition, non-voting members include the SLA Board of Directors Liaison and the SLA Staff Liaison. The SLA Board of Directors shall approve the appointment of the Annual Conference Advisory Council Chair as nominated by the President- Elect, and the two non-voting Advisory Council Liaisons. The SLA Director,	Change. Liaisons are not mentioned in current charge but are listed under the Committee members. Inclusion in the charge solidifies the importance of these roles. Currently, the Exhibitor Liaison is an SLA member, and makes a report on the conference calls with the Exhibitor Advisory Council members to keep everyone informed with the process and potential conflicts.

	<p>Exhibits shall recommend the Advisory Council member who is also the liaison to the Exhibitor Advisory Council, with concurrence of the President-Elect, who then appoints the other five members of the Advisory Council, no later than 24 months before the Conference dates.</p>	<p>The Exhibitor Liaison role on the Committee is fairly new. Our experience this year was very positive with the Exhibitor Liaison serving as a very active member of the Committee. If this can be consistently attained each year, then this position should be a full voting member. (This then requires that this person be a member of SLA to be considered a member of the Committee and not just a liaison.)</p> <p>Adding "Advisory Council" to "Annual Conference Chair" would make the language consistent.</p> <p>Language added to clarify how the committee members are appointed.</p>
<p>The Committee shall; in accordance with the Conference Guidelines: 1. choose a Conference theme, subject to the approval of the Board of Directors;</p>	<p>The Advisory Council shall; in accordance with the Conference Guidelines: 1. choose a Conference theme, in consultation with the Board of Directors;</p>	<p>Change. Change in name as required by Board Document A06-20.</p> <p>In practice, the Conference Program Committee has selected a theme and presented it to the Board. The Board does not vote to approve or disapprove.</p>
<p>2. determine the content and speakers for the General Sessions;</p>		<p>No change.</p>
<p>3. provide cost estimates for inclusion in the budget for general sessions and other appropriate Conference-wide events;</p>		<p>Delete. This is really done by the SLA Events staff and not the committee.</p>
<p>4. work with the Division and Section Chairs and Chair-Elects, and Association Committee Chairs to plan and coordinate the overall Conference programs;</p>	<p>3. work with the Unit-designated Conference Planners and Association Committees to plan and coordinate the overall Conference programs;</p>	<p>Change. For some of the Divisions it is not the Chair and/or Chair-Elect who are the Conference Program Planning Chairs. Units appoint a variety of</p>

		individuals to participate in the Conference planning process.
5. act as liaison between the Association units and the Association Staff; and	4. act as liaison between the Association units and the Association Staff; and	Change in numbering.
6. in all Conference matters work in concert with the Association Staff.	5. in all Conference matters work in concert with the Association Staff.	Change in numbering.
Association Office contact is the Director, Events.		No change.

Revised charge reads as follows:

Annual Conference Advisory Council

Seven voting members appointed for terms of office, in accordance with the Conference Guidelines, for each SLA Conference, one of which is the Division Cabinet Chair Elect at the time the Advisory Council is formed, and one who also serves as a liaison to the Exhibitor Advisory Council. In addition, non-voting members include the SLA Board of Directors Liaison and the SLA Staff Liaison. The SLA Board of Directors shall approve the appointment of the Annual Conference Advisory Council Chair as nominated by the President-Elect, and the two non-voting Advisory Council Liaisons. The SLA Director, Exhibits shall recommend the Advisory Council member who is also the liaison to the Exhibitor Advisory Council, with Concurrence of the President-Elect, who then appoints the other five members of the Advisory Council, no later than 24 months before the Conference dates. The Advisory Council shall; in accordance with the Conference Guidelines: 1. choose a Conference theme, in consultation with the Board of Directors; 2. determine the content and speakers for the General Sessions; 3. work with the Unit-designated Conference Planners and Association Committees to plan and coordinate the overall Conference programs; 4. act as liaison between the Association units and the Association Staff; and 5. in all Conference matters work in concert with the Association Staff. Association Office contact is the Director, Events.

FINANCIAL IMPACT STATEMENT: None. The committee name and charge is changing.

Prepared by: Karen Reczek, Chair, Conference Program Committee

Produced by: Debbie Jan, Co-Chair, Committee on Committee

Reviewed by: Debbie Jan and Wei Wei, Co-Chairs, Committee on Committee