

Committee	Term (Years)	Position Description/Qualifications/Duties/Workload Timing
Collegiate Activities Committee	4	The Collegiate Activities Committee is responsible for promoting preparatory experiences for future professional horticulturists by overseeing specific activities for students. Active throughout the year. This Committee is very involved at the Annual Conference, assisting with the Undergraduate Student Working Group, the Undergraduate Student Commodity Judging Contest, and other student activities.
Graduate Student Activities Committee	4	This committee is responsible for the graduate student poster and Scholars Ignite competitions at the ASHS Annual Conference and other activities supporting graduate students of the Society. Active throughout the year. Committee members participate as judges of the graduate student poster competition at the ASHS Annual Conference.
Partnership Development Committee	2	The Partnership Development Committee is responsible for identifying and implementing measures to address the lack of industry involvement and potential for enhanced industry participation at the ASHS Annual Conference. This committee is comprised of members representing various specialties/commodities to maximize the diversity of industry relationships.

Media Communications Committee

2

In an effort to provide more value to an ASHS Member by providing content and resources, the Media Communications Committee has been formed with the focus of generating ideas on hot topics. ASHS would like to implement educational webinars, group chats, current news articles, current blog articles, etc. Members of the committee would be responsible for ensuring that content is produced with the assistance of ASHS staff. Because horticulture is very diverse, the committee would need to be able to choose topics that are of interest to the various member areas. Qualifications: The committee will be comprised of 8 members selected from a variety of areas. Committee will meet during the Annual Conference, but work will be conducted throughout the year with online communication through the ASHS website.

Education Planning Committee

2

The Education Planning Committee's primary goal is to discuss ideas and implement appropriate actions to enhance the overall conference experience. The duties of this committee are separate of the evaluation and building of the technical program. The committee is tasked to enhance the program to encourage more industry attendance; provide networking opportunities with private industry organizations and representatives; work toward organizing joint meetings with ISHS or other societies; identify hot topics or areas that are of importance for ASHS to incorporate into its conference. Also, the committee's role is to develop additional webinars, symposia, workshops, and/or short courses to be offered either online or separate of the ASHS Annual Conference as a strategy to help strengthen the focus of specialty groups within the society, as well as, enhanced professional development and career exploration opportunities. The committee is also asked to develop sessions that focus on publication tips, grant writing, career opportunities, and development of scientific presentation skills for our student membership.

Endowment Fund Committee	5	<p>The Endowment Fund Committee's primary focus is responsibility for solicitation of gifts and contributions to the Fund. In addition, this Committee oversees the proper expenditure of the net income from the ASHS Endowment Fund. This committee meets and the Annual Conference to discuss the Endowment Fund corpus and to brainstorm ideas for Board consideration on new initiatives to seek donations, in addition to regular interaction throughout the year on continuing donor initiatives. Experience in donor solicitation is helpful.</p>
Fellows Screening Committee	3	<p>This committee recommends to the Board of Directors a class of ASHS Fellows for approval. Must be an ASHS Fellow to serve on this committee. The members of this committee screen Fellow applications during March/April. This committee also meets during the Annual Conference to review policies and procedures and any other issues.</p>
National Issues Committee	Varies	<p>An important part of being a member of a professional society is participating in advocacy. ASHS advocates to national leadership on behalf of the membership, but there are many types of advocacy that members can do as individuals. The ASHS National Issues Committee not only is the liaison between the ASHS membership and national leaders, but they are tasked with producing guidelines and advocacy information for the ASHS website and to be distributed among the membership. Participants in this committee work on resources such as sample letters to local representatives, what ASHS is doing at the national level, important information on issues, and the importance of advocacy in general. This committee works year-round with content updates largely made in January of each year.</p>

Membership Committee

3

The ASHS Board has charged the ASHS Membership Committee with implementing a program to provide teaching/outreach models and sample resources on various horticultural topics. These are to include resources such as guidelines/overview on things such as how to organize an online course, stock horticultural photos available to members for use in their classes, sample packets to be used in teaching or outreach to children and youth about horticulture, etc. These would be valuable outreach member tools. The ASHS Membership Committee is responsible for creating a list of resources that will be valuable to members and ensuring the resources are put into place. These resources are to be established and added to the ASHS content by January 1, 2018. In addition, the Membership Committee can make recommends to the Board of Directors related to policies and practices relevant to the membership of the Society. This is designed to be an active committee with work ongoing throughout the year. Discussions via e-mail on policies and development ideas. This committee meets at the Annual Conference.

Finance Committee

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This committee is responsible for the fiscal oversight of the Society. Appointments are made only in even calendar years for this committee. The members of this committee recommend annual budgets to the Board of Directors and review financial operations on a quarterly basis. This committee also oversees the investments of the Society. Beginning the 5th year of service, the committee member becomes Chair of the Finance Committee and takes a position on the ASHS Board of Directors and the Executive Committee.

Horticultural Hall of Fame Committee	1	This committee reviews and selects nominations for the ASHS Hall of Fame for approval by the ASHS Board of Directors. There is one at-large position open to any ASHS Member each year. An interest in horticultural history is helpful. (There are two additional positions on this committee open for Past Presidents of ASHS.) Nominations are reviewed in the January-March timeframe each year. This committee meets at the Annual Conference to discuss any issues or possible candidates for this award.
Scholarship Awards Committee	3	The members of this committee review the applications from students for ASHS-sponsored scholarships, for recommendation to the Board of Directors. This committee is also responsible for the review and selections of ASHS-sponsored Student Travel Grants for the ASHS Annual Conference. Review of all applications is conducted in March/April of each year. This committee also meets at the Annual Conference.
Annual Conference Technical Program Committee	4	This committee reviews all abstracts submitted for the technical program for the ASHS Annual Conference for initial session creation. The work of this committee is done in a tight time frame in March/April each year. All program session work is done online through the ASHS Abstract Review System. This committee meets on the last day of the Annual Conference to review how the technical program went at the conference.
Plenary (William A. "Tex" Frazier) & Invited Speakers Selection Committee	5	This committee is responsible for recommendation, ranking and solicitation of potential invited speakers to the Board of Directors for Annual Conference. Primarily works at the Annual Conference, but also interacts via e-mail throughout the year.

Horticultural Landmarks Selection Committee	5	Reviews Landmark applications for recommendation to the Board of Directors. Review of applications is done via e-mail and files distributed via the ASHS website. This committee meets at the Annual Conference to review sites and discuss possible locations for nominations as Horticultural Landmarks.
Certified Professional Horticulturist Board	3	This Board reviews all applications for CPH and APH candidates. Nominees must hold CPH certification with ASHS. Business is conducted throughout the year when applications are received. This Board meets at the Annual Conference to review policies and procedures.

PROFESSIONAL/CAREER AWARD COMMITTEES:

Outstanding Undergraduate Educator Award	3	Committee reviews applications and recommends final candidates to the Awards Committee and Board of Directors. Qualifications: Familiarization in the appropriate area for the specific award. All nominations are reviewed online during the March-April time frame each year. This committee does not meet at the Annual Conference.
Outstanding Graduate Educator Award	3	Committee reviews applications and recommends final candidates to the Awards Committee and Board of Directors. Qualifications: Familiarization in the appropriate area for the specific award. All nominations are reviewed online during the March-April time frame each year. This committee does not meet at the Annual Conference.
Outstanding Extension Educator Award	3	Committee reviews applications and recommends final candidates to the Awards Committee and Board of Directors. Qualifications: Familiarization in the appropriate area for the specific award. All nominations are reviewed online during the March-April time frame each year. This committee does not meet at the Annual Conference.

Outstanding Researcher Award	3	Committee reviews applications and recommends final candidates to the Awards Committee and Board of Directors. Qualifications: Familiarization in the appropriate area for the specific award. All nominations are reviewed online during the March-April time frame each year. This committee does not meet at the Annual Conference.
Outstanding Industry Scientist Award	3	Committee reviews applications and recommends final candidates to the Awards Committee and Board of Directors. Qualifications: Familiarization in the appropriate area for the specific award. All nominations are reviewed online during the March-April time frame each year. This committee does not meet at the Annual Conference.
Outstanding International Horticulturist Award	3	Committee reviews applications and recommends final candidates to the Awards Committee and Board of Directors. Qualifications: Familiarization in the appropriate area for the specific award. All nominations are reviewed online during the March-April time frame each year. This committee does not meet at the Annual Conference.
PUBLICATION AWARD COMMITTEES:		
Ornamentals Publication Award	3	Reviews and ranks all papers in the three ASHS journals pertinent to this area - presents list of finalists to the Awards Committee and Board of Directors. Awards are given in the following categories: Ornamental, Vegetable, Fruit, Cross-commodity, Extension and Education. Qualifications: Familiarization in the appropriate area for the specific award. All eligible papers are read and ranked by committee members. The chair of each committee will usually divide the eligible papers among committee members to lessen the number of papers read by each member. Final paper candidates are usually reviewed by all members for final ranking. If committee members do not have access to the online journals as part of their membership, temporary access is granted during paper review. These committees perform their function in the January–March time frame of each year. These committees do not meet at the Annual Conference.

Vegetable Publication Award

3

Reviews and ranks all papers in the three ASHS journals pertinent to this area - presents list of finalists to the Awards Committee and Board of Directors. Awards are given in the following categories: Ornamental, Vegetable, Fruit, Cross-commodity, Extension and Education. Qualifications: Familiarization in the appropriate area for the specific award. All eligible papers are read and ranked by committee members. The chair of each committee will usually divide the eligible papers among committee members to lessen the number of papers read by each member. Final paper candidates are usually reviewed by all members for final ranking. If committee members do not have access to the online journals as part of their membership, temporary access is granted during paper review. These committees perform their function in the January–March time frame of each year. These committees do not meet at the Annual Conference.

Fruit Publication Award

3

Reviews and ranks all papers in the three ASHS journals pertinent to this area - presents list of finalists to the Awards Committee and Board of Directors. Awards are given in the following categories: Ornamental, Vegetable, Fruit, Cross-commodity, Extension and Education. Qualifications: Familiarization in the appropriate area for the specific award. All eligible papers are read and ranked by committee members. The chair of each committee will usually divide the eligible papers among committee members to lessen the number of papers read by each member. Final paper candidates are usually reviewed by all members for final ranking. If committee members do not have access to the online journals as part of their membership, temporary access is granted during paper review. These committees perform their function in the January–March time frame of each year. These committees do not meet at the Annual Conference.

Cross-commodity Publication Award

3

Reviews and ranks all papers in the three ASHS journals pertinent to this area - presents list of finalists to the Awards Committee and Board of Directors. Awards are given in the following categories: Ornamental, Vegetable, Fruit, Cross-commodity, Extension and Education. Qualifications: Familiarization in the appropriate area for the specific award. All eligible papers are read and ranked by committee members. The chair of each committee will usually divide the eligible papers among committee members to lessen the number of papers read by each member. Final paper candidates are usually reviewed by all members for final ranking. If committee members do not have access to the online journals as part of their membership, temporary access is granted during paper review. These committees perform their function in the January–March time frame of each year. These committees do not meet at the Annual Conference.

Extension Publication Award

3

Reviews and ranks all papers in the three ASHS journals pertinent to this area - presents list of finalists to the Awards Committee and Board of Directors. Awards are given in the following categories: Ornamental, Vegetable, Fruit, Cross-commodity, Extension and Education. Qualifications: Familiarization in the appropriate area for the specific award. All eligible papers are read and ranked by committee members. The chair of each committee will usually divide the eligible papers among committee members to lessen the number of papers read by each member. Final paper candidates are usually reviewed by all members for final ranking. If committee members do not have access to the online journals as part of their membership, temporary access is granted during paper review. These committees perform their function in the January–March time frame of each year. These committees do not meet at the Annual Conference.

Education Publication Award

3

Reviews and ranks all papers in the three ASHS journals pertinent to this area - presents list of finalists to the Awards Committee and Board of Directors. Awards are given in the following categories: Ornamental, Vegetable, Fruit, Cross-commodity, Extension and Education. Qualifications: Familiarization in the appropriate area for the specific award. All eligible papers are read and ranked by committee members. The chair of each committee will usually divide the eligible papers among committee members to lessen the number of papers read by each member. Final paper candidates are usually reviewed by all members for final ranking. If committee members do not have access to the online journals as part of their membership, temporary access is granted during paper review. These committees perform their function in the January–March time frame of each year. These committees do not meet at the Annual Conference.

These appointments are made by the Division Vice Presidents.

**Nominations and Elections Committee-
Education Division**

2

This committee is responsible for putting forth names of candidates to run for officers of the Society (The ASHS Board of Directors) and to select the final two candidates to run for each office. Primary review of potential candidates occurs in May/June each year.

**Nominations and Elections Committee-
Research Division**

2

This committee is responsible for putting forth names of candidates to run for officers of the Society (The ASHS Board of Directors) and to select the final two candidates to run for each office. Primary review of potential candidates occurs in May/June each year.

**Nominations and Elections Committee-
Extension Division**

2

This committee is responsible for putting forth names of candidates to run for officers of the Society (The ASHS Board of Directors) and to select the final two candidates to run for each office. Primary review of potential candidates occurs in May/June each year.

**Nominations and Elections Committee-
International Division**

2

This committee is responsible for putting forth names of candidates to run for officers of the Society (The ASHS Board of Directors) and to select the final two candidates to run for each office. Primary review of potential candidates occurs in May/June each year.

**Nominations and Elections Committee-
Industry Division**

2

This committee is responsible for putting forth names of candidates to run for officers of the Society (The ASHS Board of Directors) and to select the final two candidates to run for each office. Primary review of potential candidates occurs in May/June each year.