

Description of VATFACS Standing Committees

from the VATFACS Constitution and Bylaws, Articles VIII and IX, Revised May 2019

ARTICLE VIII STANDING COMMITTEES

- Section 1. The following standing committees shall be appointed by the Board of Directors not later than ninety (90) days after the Directors take over their duties: Nominations and Elections Committee, Constitution Committee, Strategic Planning Committee, Public Information Committee, and Exhibits Committee.
- Section 2. **NOMINATIONS AND ELECTIONS**
- (a) The Nominations and Elections Committee shall be composed of a minimum of four (4) members, making an effort to ensure statewide balance.
- (b) The Chair of the Nominations and Elections Committee shall be appointed by the President with the approval of the Board of Directors.
- (c) The President shall serve as a consultant to the Nominations and Elections Committee. It shall be the duty of the Committee to request recommendations for nominations for positions to be filled on the Board of Directors for the current year. The Nominating Committee shall select a slate of two (2) candidates, if possible, for each office, making an effort to ensure as far as possible a state-wide balance in Board representation. This ballot shall go to the members, be returned to the Chair of the Nominations and Elections Committee, and the results verified by the Committee. Results of the election will be presented to the Board of Directors for final approval. In the event that the slate is not complete before the annual meeting, the Committee will hold an election at the annual meeting, tallying and certifying the results at that time.
- Section 3. **CONSTITUTION**
- (a) The Constitution Committee shall examine the Constitution and By-Laws each year and propose necessary changes.
- (b) The Chair of the Constitution Committee shall be appointed by the Past President with approval of the Board of Directors.
- (c) The immediate Past-President shall serve as consultant of this Committee.
- (d) The Constitution Committee shall be selected from members from across the state, making an effort to achieve representation from multiple regions.
- Section 4. **STRATEGIC PLANNING**

(a) The President-Elect shall serve as Chair of the Strategic Planning Committee.

(b) The Strategic Planning Committee shall prepare a program of work, and the Chair shall present it to the Board of Directors and the membership for study, recommendations, and adoption by the membership.

(c) The Committee shall utilize the National Association Teachers of Family and Consumer Sciences Strategic Plan when developing the program of work.

Section 5. PUBLIC INFORMATION

(a) The Public Information Committee shall interpret and clarify the work and activities of the Association to its members and the general public.

(b) The Chair of the Public Information Committee shall be appointed by the Reporter with the approval of the Board of Directors.

(c) The Public Information Committee shall be composed of members from across the state, making an effort to achieve representation from multiple regions.

(d) The Reporter shall serve as consultant to the Public Information Committee.

(e) An annual report shall be prepared in writing for presentation to the Board of Directors.

Section 6. EXHIBITS

(a) The Exhibit Committee shall secure exhibits of an educational nature for the annual meeting.

(b) The Secretary shall serve as consultant of this Committee.

Section 7. All Standing Committee reports shall be presented, reviewed, and approved by the Board of Directors before the annual meeting.

ARTICLE IX
CONTINUING COMMITTEES

Section 1. Continuing committees are formed by the Board of Directors to promote VATFACS. Committees shall be composed of members from various regions. The Committee Chair shall attend Board of Directors meetings when deemed necessary by the Board of Directors.

Section 2. SCHOLARSHIP

(a) The Past-President shall serve as Consultant to the Scholarship Committee.

(b) The Chair of the Scholarship Committee shall be appointed by the Past President with approval of the Board of Directors.

(c) The scholarship committee shall disseminate information concerning scholarships available through the Association and through the Virginia Association for Career and Technical Education and the National Association Teachers of Family and Consumer Sciences.

(d) The Scholarship Committee shall evaluate and select candidates for available Corporation scholarships and present to the Board of Directors for approval at the Spring Board of Directors Meeting. The Board of Directors shall give final approval of the Scholarship Committee's recommendations.

Section 3. HISTORY

(a) The Reporter shall serve as consultant to the History Committee.

(b) The Chair of the History Committee shall be appointed by the Reporter with approval of the Board of Directors.

Section 4. AWARDS AND HONORS

(a) The Vice President shall serve as consultant to the Awards and Honors Committee.

(b) The Chair of the Awards Honors Committee shall be appointed by the Vice President with approval of the Board of Directors.

(c) The Awards and Honors Committee shall petition for candidates and make recommendations for selection for recipients for VATEFACS Teacher of the Year, Outstanding New Teacher, Business and Industry, Community Service, and Distinguished Service awards as well as awards offered through the National Association Teachers of Family and Consumer Sciences and the Family and Consumer Sciences Division of the Association for Career and Technical Education.

(d) The Chair of the Awards and Honors Committee shall present, in writing, thirty (30) days prior to the Spring Board of Directors meeting the Committee's candidates for recognition and the selected recommendations.

(e) The Board of Directors shall give final approval of Awards and Honors recipients.

Section 5. MEMBERSHIP

(a) The Membership Committee shall be composed of members from across the state, making an effort to achieve representation from multiple regions.

(b) The Chair of the Membership Committee shall be appointed by the Secretary with the approval of the Board of Directors.

(c) The Secretary and Virginia ACTE Representative shall serve as co-consultants to the Membership Committee.

(d) The Committee shall formulate plans for Membership recruitment. An annual written report shall be prepared and presented to the Board of Directors.

Section 6. INSTITUTE PROGRAM

(a) The Institute Program Committee shall be composed of members from FACS clusters.

(b) The President and President Elect shall serve as Co-Chairs of the Institute Program Committee.

(c) The Past President shall serve as Consultant to the Institute Program Committee.

(d) The Institute Program Committee shall plan and host the annual professional development institute.

Section 7. FINANCE COMMITTEE

(a) The Treasurer shall serve as the Chair of the Finance Committee.

(b) The Finance Committee shall be appointed by the Treasurer with approval of the Board of Directors.

(c) The Finance Committee shall review the financial operations of the organization and make recommendations for greater fiscal responsibility.