

# **AISES Board Committees**

## **Overview**

The AISES committees are small groups that carry out tasks on behalf of the AISES Board of Directors. Committee work increases the efficiency of AISES administration. Multiple committees can focus simultaneously on their respective areas of work, with final decisions made by the Board on the basis of the committee work.

## **Committee Structure**

Each committee is led by a committee chairperson who is also an AISES Board member. Committee members may be AISES general members, AISES associate members, or non-members who possess expertise applicable to a particular committee function. The chairperson of each committee is responsible for appointment of members to his/her respective committee.

## **Committee Member Duties and Responsibilities**

Committee members are expected to attend all committee meetings and will be required to sign a non-disclosure agreement. Committee members can expect to spend approximately five to ten hours per month on committee-related activities including meetings. Most committee meetings will be via conference call although there may be on-site meetings during the in-person meetings of the full Board of Directors. Committee members, with the exception the chair, do not participate directly in Board meetings but rather work to address issues and make recommendations that are presented to the Board of Directors during Board meetings.

## **Committee Descriptions**

### **Education Committee (standing committee)**

The Education Committee shall be recognized and shall have the duty of (1) planning and promoting means of producing and disseminating information on, including but not limited to, Indigenous and Western science, engineering, and engineering technology to AISES constituent groups including professional and student chapters, and educational institutions; (2) assisting AISES and other organizations whose concern is the improvement of educational opportunities for American Indians including but not limited to developing ideas for grant proposals, implementing educational initiatives, and assisting in developing educational tracks at regional and national events; and (3) assisting educational institutions with, including but not limited to, the development of curriculum for American Indian students, science teacher cultural development opportunities, and representing the AISES BOD at regional and national educational events.

### **Professional Development Committee (standing committee)**

The Professional Development Committee is charged with informing the structure and systems within the Regional Model and engaging AISES professional membership to analyze, define and layout areas of value and paths for involvement that support the continued mission of AISES and allow for continued personal and professional growth and fulfillment among our members that encourages life-long involvement.

### **Finance Committee (standing committee)**

The Finance Committee shall be recognized and shall have the duty of establishing policy for the gathering, use, and distribution of funds in compliance with the stated goals and objectives of AISES.

**Governance Committee (standing committee)**

The Governance Committee shall be recognized and shall have the duty of reviewing the governing documents and policy of AISES, including all AISES entities, and propose revisions and amendments to the Board of Directors to promote the proper and effective governance of AISES.

**Membership Committee (standing committee)**

The Membership Committee shall be recognized and shall have the duty of determining eligibility of individuals for admission to AISES, including the reviewing of all applicants for General and Associate Membership. This Committee shall also have the responsibility for advertising the advantages of AISES Membership to potential candidates for either General or Associate Membership.

**Nomination Committee (special committee)**

The Nomination Committee shall call for nominations no later than May 1. The Nominating Committee Chair shall prepare and forward to each General Member of AISES, no later than August 1, a ballot containing the nominations made by the Nominating Committee. Ballots must be postmarked or electronically submitted by September 1, or as otherwise directed by the Nominating Committee. Elected nominee notifications will be completed on or before October 1. Terms will begin November (Annual Board Meeting).