

## **National Club Poster Presentation Contest**

Establish contact with the faculty chair of the National Club Poster Presentation Contest and assist Headquarters Office and the committee to promote and publicize the contest and its rules among member clubs.

Preside over the National Club Poster Presentation Contest at the Annual Meeting.

Maintain an up-to-date version of the rules and scorecard to be used in the contest.

### **Rules and Procedures**

The rules and procedures for the contest should be obtained from the previous student committee member(s).

Changes or amendments to the rules and procedures are to be made in the following manner:

- Minor changes can be made by the student committee member(s) with the concurrence of the contest faculty advisor and the SASES Executive Committee. Minor changes must be reported to the current National Student Advisor and ASA, CSSA, and SSSA Headquarters Office.
- Minor changes are defined as those which do not substantially alter the eligibility of club participants, the format in which the posters are to be presented, or the manner in which the posters are judged.
- When in doubt as to the impact of a proposed change or if there is disagreement concerning a proposed change, it should be considered a major change.
- Major changes are to be made after the proposed change is debated by the delegates at the Annual Meeting. A recommendation (or alternatives if there is no clear consensus) will be presented to the National Student Advisory Chair. The decision of the National Student Advisory Committee is final and changes will be implemented as they direct.
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

## **Annual Meeting Crops Judging Contest**

Establish contact with the faculty chair of the Crops Contest and assist Headquarters Office and the committee to promote and publicize the contest and its rules among member clubs.

Preside over the Crops Contest at the Annual Meeting.

Maintain an up-to-date version of the rules and scorecard to be used in the contest.

### **Rules and Procedures**

The rules and procedures for the contest should be obtained from the previous student committee member(s).

Changes or amendments to the rules and procedures are to be made in the following manner:

- Minor changes can be made by the student committee member(s) with the concurrence of the contest faculty advisor and the SASES Executive Committee. Minor changes must be reported to the current National Student Advisor and ASA, CSSA, and SSSA Headquarters Office.
- Minor changes are defined as those which do not substantially alter the eligibility of club participants, the format in which the posters are to be presented, or the manner in which the posters are judged.
- When in doubt as to the impact of a proposed change or if there is disagreement concerning a proposed change, it should be considered a major change.
- Major changes are to be made after the proposed change is debated by the delegates at the Annual Meeting. A recommendation (or alternatives if there is no clear consensus) will be presented to the National Student Advisory Chair. The decision of the National Student Advisory Committee is final and changes will be implemented as they direct.

- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

### **Collegiate Crops Judging Contest**

In selecting the student committee member(s) of this committee, preference should be given to a qualified and interested person from the host school of the next collegiate crops judging contest.

Establish contact with the committee faculty chair of AC424 who is the chair of the crops coaches committee. Work in harmony to carry out the responsibilities of the committee.

Assist in publicizing the contest and its rules in order to obtain maximum club participation.

#### **Rules and Procedures**

- The rules and procedures of the contest should be obtained from the faculty chair of the committee.
- Suggested changes in the rules and procedures may be presented to and debated by the student delegates at an Annual Meeting. Recommended changes must be presented to the coaches committee (AC424).
- The final authority for the rules of the Collegiate Crops Judging Contest is AC424. However, no major change should be made by this committee without consulting the student delegates at a Annual Meeting, and, where appropriate, the ASA and CSSA Board of Directors or Executive Committee.
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

### **National Collegiate Soils Judging Contest**

In selecting the student committee member(s) of this committee, preference should be given to a qualified and interested person from the host school of the next national collegiate soils judging contest.

Establish contact with the faculty chair that is the chair of the coaches committee (Committee AS425) and work in harmony to carry out the responsibilities of the committee.

Assist Committee AS425 to promote and publicize the contest and its rules to maximize club participation.

Maintain contact with host schools of regional contests to determine which schools are eligible for the national contest.

Work with the coaches committee in making preparations for the contest.

Assist in enforcing the contest rules.

Maintain an up-to-date version of the rules and the scorecard to be used in the contest.

#### **Rules and Procedures**

- The rules and procedures of the contest should be obtained from the faculty chair of the coaches committee (AS425).
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

#### **Handbook Revision**

Revise the handbook by updating and improving the old one. The revision should be complete within 90 days after the Annual Meeting. It should reflect any changes voted upon at the previous meeting.

Either a completely revised handbook or an addendum to the previous one is to be sent to each active and inactive club and the ASA, CSSA, and SSSA Headquarters Office each year. It must include addresses and telephone numbers of all officers, committee chairs, and advisors appointed at the previous Annual Meeting.

Present any recommendations for revision and other items for action at the Annual Meeting.

- Suggested changes in the rules may be presented and debated by the student delegates at the Annual Meeting. Recommended changes must be presented to the coaches committee (AS425).
- The final authority for the rules of the National Collegiate Soils Judging Contest is AS425. However no major changes should be made by the committee without consulting the student delegates at the Annual Meeting and, where appropriate, the Boards of Directors or Executive Committee of ASA and SSSA.
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

## **National Manuscript Contest**

Establish contact with the committee faculty chair and work in harmony to carry out the responsibilities of the committee.

Assist Headquarters Office and the committee to promote and publicize the contest and its rules among member clubs.

Maintain an up-to-date version of the rules and scorecard to be used in the contest.

### **Rules and Procedures**

The rules and procedures for the contest should be obtained from the previous student committee member(s).

Changes or amendments to the rules and procedures are to be made in the following manner.

- Minor changes can be made by the student chair with the concurrence of the contest faculty advisor and the SASES Executive Committee. Minor changes must be reported to the current National Student Advisor and the ASA, CSSA, AND SSSA Headquarters Office.
- Minor changes are defined as those which do not substantially alter the eligibility of individuals, the format in which the manuscripts are presented and the manner in which manuscripts are judged.
- When in doubt as to the impact of a proposed change or if there is disagreement concerning a proposed change, it should be considered a major change.
- Major changes are to be made after the proposed change is debated by the delegates at the Annual Meeting. A recommendation (or alternatives if there is no clear consensus) will be presented to the National Student Advisory Chair. The decision of the National Student Advisory Committee is final and changes will be implemented as they direct.
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

## **Membership**

Establish contact with the Membership Coordinator of the SASES Executive Committee work in harmony to enhance the membership of SASES.

Establish communication with all clubs whose membership is declining or have not renewed any members for the current year. Remind them of the benefits of active membership and encourage them to renew/sign up new members.

Establish communication with other agricultural colleges and universities to stimulate interest in forming new local chapters and outline the steps to follow to become a member of the national organization.

Make sure that all chapters whose petition to join the SASES was approved are provided with a charter indicating this approval. The charters may be obtained from the ASA, CSSA, and SSSA Headquarters Office.

Submit a report with any recommendations for action at the Annual Meeting.

### **Parliamentarian-Historian**

Serves as the final authority on parliamentary procedures, using the *Robert's Rules of Order Revised* as a guide, for conducting Meeting of the SASES, the executive committee, and other standing and ad hoc committees where the SASES business is transacted.

Visually chronicles the events of the SASES annual and regional meeting activities and organizes the images that are archived at ASA, CSSA, and SSSA Headquarters.

Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

### **Quiz Bowl**

Compiles and maintains a list of questions to be used at the annual meeting Quiz Bowl.

Consults with faculty and others to ensure that questions are representative of soils, crops, agronomy, and environmental science, correct, properly worded and up-to-date. Questions should have a national focus, not a regional focus.

Assists chair and headquarters to promote and publicize the event before the annual meeting for maximum club participation.

Presides over the annual meeting Quiz Bowl.

Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

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### **National Research Symposium Contest**

Establish contact with the committee faculty chair and work in harmony to carry out the responsibilities of the committee.

Assist Headquarters and the committee with publicizing the contest and its rules to obtain maximum chapter participation.

Maintain an up-to-date version of the rules and scorecard used in the National Research Symposium Contest.

Cooperate with the faculty chair to set the deadlines for the first and second calls for papers and submission of the abstract to correspond with those deadlines established by ASA, CSSA, AND SSSA.

Preside at the contest at the Annual Meeting.

### **Rules and Procedures**

Rules and procedures should be obtained from the immediate past student committee member(s).

Changes or amendments to the rules and procedures are to be made in the following manners:

- Minor changes in the rules and procedures can be made by the student committee member(s) with the concurrence of the contest faculty advisor and the SASES Executive Committee. Minor changes must be reported to the current National Student Advisor and ASA, CSSA, AND SSSA Headquarters office.
- Minor changes are defined as those which do not substantially alter eligibility of individuals, or the manner in which a paper is to be presented.
- When in doubt concerning the impact of a rule change or if there is disagreement concerning the change, it should be considered a major change.
- Major changes are to be made after the proposed change is debated by the delegates at the Annual Meeting. A recommendation (or alternatives if there is no clear consensus) will be presented to the National Student Advisory Chair. The decision of the National Student Advisory Committee is final and changes will be implemented as they direct.
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

## **National Speech Contest**

Establish contact with the committee faculty chair and work in harmony to carry out the responsibilities of the committee.

Assist Headquarters and the committee in promoting and publicizing the contest and its rules among the member clubs.

Cooperate with the Speech Contest Committee to organize the national contest.

Preside over the final contest and select presiding officers for the preliminary contests. None of the presiding officers are eligible to participate in the contest.

Maintain an up-to-date version of the rules and scorecard to be used in the contest.

### **Rules and Procedures**

The rules and procedures for the contest should be obtained from the previous student committee member(s).

Changes or amendments to the rules and procedures are to be made in the following manner:

Minor changes in the rules and procedures can be made by the student committee member(s) with the concurrence of the contest faculty advisor and the SASES Executive Committee. Minor changes must be reported to the current National Student Advisor and ASA, CSSA, and SSSA Headquarters Office.

- Minor changes are defined as those which do not substantially alter the eligibility of individuals, the format in which the speech is to be delivered, or the manner in which speeches are judged.
- When in doubt as to the impact of a proposed change or if there is disagreement concerning a proposed change, it should be considered a major change.
- Major changes are to be made after the proposed change is debated by the delegates at the Annual Meeting. A recommendation (or alternatives if there is no clear consensus) will be presented to the National Student Advisory Chair. The decision of the National Student Advisory Committee is final and changes will be implemented as they direct.
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

### **Student Activities**

Plan and organize the student mixer and other socials at the national meeting.

Establish contact with the Headquarters office and the Executive Officers and keep them informed of national meeting social activities.

Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

### **National Visual Presentation Contest**

Establish contact with the contest faculty chair and work in harmony to carry out the responsibilities of the committee.

Assist Headquarters and the committee to promote and publicize the contest and its rules among the member clubs to maximize participation.

Cooperate (or coordinate) with faculty chair and Headquarters to set the time and place for judging the contest and to screen all incoming entries to make sure they have followed the contest rules.

The student committee member(s) cannot participate in the contest.

Maintain an up-to-date version of the rules and scorecard to be used in the contest.

#### **Rules and Procedures**

The rules and procedures for the contest should be obtained from the previous student committee member(s).

Changes to the rules and procedures are to be made in the following manner:

- Minor changes can be made by the student committee member(s) with the concurrence of the contest faculty advisor and the SASES Executive Committee. Minor changes must be reported to the current National Student Advisor and ASA, CSSA, and SSSA Headquarters Office.
- Minor changes are defined as those which do not substantially alter the eligibility of individuals, the format which the entrants are to follow or the manner in which entries are judged.

- When in doubt as to the impact of a proposed change or if there is disagreement concerning a proposed change, it shall be considered a major change.
- Major changes are to be made after the proposed change is debated by the delegates at the Annual Meeting. A recommendation (or alternatives if there is no clear consensus) will be presented to the National Student Advisory Chair. The decision of the National Student Advisory Committee is final and changes will be implemented as they direct.
- Make arrangements to show the top entry at the Annual Meeting.
- Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.

### **Student Tours at the Annual Meeting**

Research items of interest in the area around the next Annual Meeting. Identify tour stops and possible tour coordinators or tour guides.

Work with headquarters to outline tour options and desired tours by March 31 and submit to SASES Officers by March 31.

Submit a report of the activities of the committee including recommendations to the SASES officers by December 31.