

HOD COMMITTEE SCHEDULES

2012

Delegate Assistance Committee

- 3/5 Request applications.
5/2 Due to E.O.
5/17 Mail to committee -
Discussion/Decision by e-mail
5/25 Comm. to let Chair know.
5/31 Comm. Chair to let me know who are
approved & for how much.
6/4 Notify recipients & request checks.

7/23 Request applications.
9/5 Due to E.O.
9/10 Mail to committee -
Discussion/Decision by e-mail
9/23 Comm. to let Chair know.
9/23 Comm. Chair to let me know who are
approved & for how much.
9/30 Notify recipients & request checks.

Resolutions Committee

- 3/5 Request resolutions via list serve.
5/18 Due (to comm. on line).
6/4 Due to E.O.
6/11 Send to HOD via list serve.

6/25 Request resolutions via list serve.
8/9 Due (to comm. on line).
8/30 Due to E.O.
9/10 Send to HOD via list serve.

Special Recognition Committee

- 3/19 Request for nominees for
Outstanding Affiliate Contributor Award.
5/21 Due to E.O. - by e-mail.
5/28 Mail material to committee.
6/11 Ballots due to chair.
6/18 Chair notifies E.O.
7/23 Recipient notified & photo & bio
requested - after HOD approval. - via e-
mail.
9/10 Photo & bio due to E.O. - give to M.
Cathcart.

3/19 E-mail request to HOD for nominees for life
and honorary Members.

- 4/30 Nominees & material due to E.O. - via
e-mail.
5/7 Nominees & material e-mail to
Committee.
5/28 Comm. to notify Chair.
6/11 Nominee for life and honorary
membership (1 for ea) due to E.O. (to K.
Blackmon) from Special Recog. Comm.
Chair. - via e-mail.

Credentials Committee

- 3/5 Request Credentials Forms via list serve.
5/7 Due to E.O.

6/25 Request Credentials Forms via list serve.
8/22 Due to E.O.

Elections Committee (HOD)

- 6/28 E-mail information form to HOD officer
nominees after summer meeting.
8/23 Information form due to E.O. - via e-mail.
10/4 Info forms go in Agenda Books.

Reports for Agenda Book

- 5/28 Request reports (8 wks before mtg.).
6/25 Due to E.O. (4 wks before mtg.).
7/9 Mail to HOD (2 wks before mtg.).

9/10 Request reports (8 wks before mtg.).
10/4 Due to E.O. (4 wks before mtg.).
10/18 Mail to HOD (2 wks before mtg.).

HOD Meetings

- 7/16-17 Santa Fe, NM
11/8-9 New Orleans, LA

Chartered Affiliates Committee (Summit Award)

- 4/1/11-3/31/12 Time period for
submission of material.
4/2 Deadline for submission
of material.
5/28 Committee to make
selection.
of award recipient.
8/6 Recipient notified - after
HOD approval.