

Landscape Committee

Purpose(s): The Landscape Committee is responsible for advising the Vice President of Finance and Administration on matters related to the beautification of the College's landscaping.

Membership: The Landscape Committee shall be composed of the following:

- Vice President of Finance and Administration (*ex officio*)
- Vice President of Instruction and Student Services
- Vice President of Institutional Advancement
- Horticulture assistant
- One (1) member of Buildings and Grounds Department
- Three (3) teaching faculty members, including one from Horticulture
- One (1) administrative faculty member
- Two (2) classified staff members

Authority: The committee reports and makes recommendations to the Vice President of Finance and Administration for action and/or further recommendation through the normal administrative process.

First Meeting: To facilitate organization, the first meeting of the academic year is called by the administrative *ex officio* member of the committee. Future meetings are called by the chair.

Committee Chairmanship: The committee shall elect a chairman from among its membership. The chair is responsible for calling all meetings and ensuring 1) fulfillment of the committee's purpose, 2) employment of Robert's Rule of Order, and 3) recording and posting of minutes in designated public folders.

Record Keeping: Unless otherwise indicated, the committee shall elect a secretary from among its membership. The secretary is responsible for recording minutes and providing them to the chair for review and approval by committee.

Minutes: Minutes are recorded, and following approval, posted in the College's public folders.

Landscape Committee Members

2019-20:

Brian Allgood	Dona Lee
Ben Casteel	Ernest Nunley
Sara Combs	Laura Pennington
Christine Fields	Robert Phillips
Nikelle Hagy	Stacy Thomas
Keith Harless	Cathy Zeigler