A. **Status:** Special committee

B. **Composition:**

   The committee shall be composed of at least 7 and up to 10 members as follows:

   - At least 4 members (communications experts) with experience in communicating with the public
   - CSSA Past President, ex-officio member
   - CSSA President-Elect, ex-officio member
   - CSSA Editor-in-Chief, ex-officio member
   - Director of Public and Science Communications, ex-officio member
   - Representative from Science Policy office, ex-officio member
   - The committee will elect a Chair and Chair-Elect from the committee members

C. **Tenure:**

   - The Board members’ terms will coincide with their term on the Board of Directors
   - The communications experts will serve 4 years and may be renewed for an additional 3-year term (Note: The initial appointments for the communications experts will be for staggered terms)
   - The Chair serves a 2-year term, Chair-Elect serves 1 year, and Past-Chair serves 1 year

D. **Functions:**

   - The committee shall serve as a resource to the Public and Science Communications office, providing counsel and advice on messages to communicate, methods, and how best to recruit and train members in science communications skills.
   - The committee shall participate in the creation of, review and approve the communications/marketing plan for the Society.
   - The committee will:
      1. Identify key issue areas warranting the development of a CSSA communications plan.
      2. Identify best practices that members are currently using to communicate crop science topics to the general public.
      3. At 3-year intervals, create, review, and revise/update CSSA Grand Communications Challenges.
      4. Assist with the development of a media relations response team.

E. **President’s Responsibilities to the Committee:**

   - Working in concert with the CSSA Executive Committee and Public and Science Communications Office, makes appointments to the committee.
   - Working closely with the Chair and Public and Science Communications Office, transmits the specific tasks or duties that should be referred to the committee for its consideration.
   - Working closely with the Chair and Public and Science Communications Office, encourages the committee to schedule a meeting at the CSSA annual meeting.