

C537 SCIENCE POLICY COMMITTEE

A. Status: Standing committee

B. Composition:

The committee shall be composed as follows:

- 3 members of the Board of Directors
- At least 3 additional members (policy experts) with extensive experience in science policy
- Graduate student representative
- Early career representative
- The CSSA Past President
- CSSA President, ex-officio member
- CSSA President-Elect, ex-officio member
- Director of Government Relations, ex-officio member
- The committee will elect a Chair from the committee members

C. Tenure:

- The 3 Board members' terms will coincide with their term on the Board of Directors.
- The policy experts will serve 3 years and may be renewed for an additional 3-year term.
- The Chair serves a 2-year term.
 - The Chair assists the Science Policy Office staff in developing meeting agendas as necessary.
 - The Chair will work with the Science Policy Office staff to submit the end-of-year SPC summary.

D. Functions:

- The committee shall assemble, interpret, and communicate credible, science-based information to legislators, regulators, policymakers, the media, the private sector, and the public.
- The committee shall review and implement the science policy-related goals from the CSSA Strategic Plan.
- The committee will develop policy-related goals for the year in the spring and present these goals at the May Board meeting.
- Working in concert with the Board of Directors and the Science Policy Office, the committee shall:
 1. Identify issues of interest to members and topics for targeted advocacy and development of position papers.
 2. Recruit subject matter experts to develop corresponding white papers.
 3. Work with Board of Directors and Science Policy Office to prioritize and implement recommendations from white papers.
 4. Participate in annual Congressional/White House/Agency visits
 - Two members of the SPC will be invited to participate in Congressional Visits Day
 - The current CSSA President is invited to attend administration and agency visits
 5. At 3-year intervals, review and revise/update CSSA Grand Challenges.

E. Policy Action Items:

- CSSA regularly signs on to community letters to Congress, the administration, or federal agencies on specific issues.
- Policy issues fall into three categories which will dictate the action taken:
 1. Issues that the Society has already taken a position on

- If the Society has previously taken a position on an issue, the Society can sign on to subsequent letters based on the recommendation of the Director of Government Relations.
 - The Science Policy Office will inform the SPC and the Board of these letters via email.
 - To reduce email traffic during budget season, (February-May) the Science Policy Office will send end-of-week update emails listing all new letters.
2. Issues that the Society does not have a position on, with a sign-on deadline of greater than 2 working days
 - If the Society has not previously taken a position on an issue, the Science Policy Office will send the request to the Science Policy Committee with a deadline for responding.
 - The Director shall then send the Committee's recommendation to the Board of Directors with a deadline for responding.
 - To obtain Society approval, a majority of the voting members of the Board must respond favorably. If in the time period allotted for a response, less than a majority of the voting members of the Board respond to the request, then the Executive Committee is permitted to make a decision on behalf of the Society, taking into consideration those votes received by the voting members of the Board and Committee.
 3. Issue that the Society does not have a position on, with a sign-on deadline of less than 2 working days
 - Same procedure as above, except the Science Policy Office will send the request with a response deadline to the Science Policy Committee and the Board of Directors at the same time.
- If necessary, a joint SPC teleconference will be scheduled to allow for adequate discussion of the appropriate action to take.

F. Position Statements and White Papers

- Periodically, CSSA develops timely position statements and white papers on crop science and related issues of interest and under discussion by the scientific community, public, and policymakers.
- *Position statements* are brief (1-3 pp), topically focused, and contain specific recommendations or actions and accompanying justification. Position statements are of value to congressional offices if they are concise and provide actionable recommendations.
- *White papers* are often generated to address and provide an expanded exploration and discussion of a critical issue in the field or to supplement a position statement. White papers are seen as invaluable resources by White House science offices, federal science agencies, and congressional committee staff.
 - A position statement does not necessarily have to be accompanied by a more extensive white paper, but this may be desirable in some cases.
- The CSSA position statement and white paper approval process is as follows:
 1. CSSA member(s) or Science Policy Office staff submit a proposed topic for a position statement and/or white paper to the CSSA Science Policy Committee (SPC) and CSSA Board of Directors (Board) for approval. If the position statement /white paper topic is approved, the Committee and Board work with the CSSA member(s) to recruit a qualified, volunteer writing team.
 2. Once completed, reviewed, and approved by the SPC and Board, the official CSSA position statement/white paper will be posted on the CSSA website and distributed to the

scientific community, public, and policymakers via the CSA News, Science Policy Report, Society News Flash, press releases and other vehicles.

G. CSSA President's Responsibilities to the Committee:

- Working in concert with the CSSA Executive Committee and Science Policy Office, makes appointments to the committee.
- Working closely with the Chair and Science Policy Office, transmit the specific tasks or duties that should be referred to the committee for its consideration and designate the nature of reports desired and approximate dates for completion.
- Working closely with the Chair and Science Policy Office, schedule a SPC committee meeting at the CSSA annual meeting.