

ADMINISTRATIVE COMMITTEES RESPONSIBILITIES

Education and Professional Development Committee:

- Chairs the site selection committee to choose the city for the next Forum. The committee selects the city about four years prior to the forum.
- Chairs the Forum planning committee meeting to select a theme, identify potential topics for breakout sessions, speakers, roundtable leaders, and session leaders.
- Selects individuals for NDTA scholarships awarded at the National level
- Oversees the development of educational programs for the association

Finance and Audit Committee:

- Responsible for the annual audit and direct communications with the auditor
- Reviews the financial performance of the Association monthly
- Reviews the association investments and performance monthly
- Reviews the proposed annual budget, provides guidance, and presents it to the BOD for approval

NDTA Foundation Committee:

- Exercises fiscal oversight of the foundation
- Solicits donations to the foundation
- Identifies and recommends to the BOD appropriate expenditures from the foundation

A-35 Committee:

- Develops programs for association members under the age of 35
- Promotes the Mentor/Protégé program; the Young Leaders session at the forum; networking opportunities
- Seeks opportunities for young members to develop their leadership skills
- Conducts fund raising activities at the forum in support of the scholarship program

Industry Committee (Corporate Members):

- Writes a column for the Defense Transportation Journal
- Promotes NDTA with Corporate Members
- Develops programs to recruit new corporate members

Chapter Support and Membership Committee:

- Exercises oversight of chapter activities
- Serves as a resource for all actions associated with the chapters
- Develops programs to recruit new individual members

Communications and Publications Committee:

- Serves as a source for new themes for the DTJ, articles, and writers
- Exercises oversight of the editorial board
- Advises on outreach programs, promotions, publications, and media
- Provides advice/guidance on new and emerging technology and industry practices