

Terms of Reference

CPS-SCP Ad Hoc Committee on Historical Resources

(August 1, 1999)

Objectives

The committee on Historical Resources (CHR) will have the following objectives:

To establish criteria and guidelines, in consultation with Archives Canada in Ottawa, for the collection, cataloguing and preservation of important historical resources to the science of plant pathology in Canada.

To raise awareness amongst plant pathologists in Canada of the importance of retaining and maintaining valuable historical materials.

To collect important documents and memorabilia associated with the Canadian Phytopathological Society/la Société Canadienne de Phytopathologie and submit them to Archives Canada for cataloguing and preservation.

To encourage universities, research stations and other agencies who have employed plant pathologists as teachers, researchers, extension specialists and regulators to preserve important historical resources related to their work as a permanent record of their achievements and as a legacy for the future.

Activities

Collection of Historical Resources - To collect materials suitable for archiving that reflect the operations and activities of the CPS/SCP and its members since its inception.

Cataloguing of Historical Resources - To develop a system of cataloguing official records of the CPS/SCP putting this information on a computer database that would be accessible to members and others interested in the history of plant pathology and the accomplishments of plant pathologists in Canada.

Preservation of Historical Resources - To utilize Archives Canada to retain and preserve historical records and memorabilia of the CPS/SCP. It would also be useful to encourage institutions and agencies that have operated plant pathology programs to deposit their own records, collections and memorabilia in recognized local archives.

Promoting the Accomplishments of Plant Pathologists - To use the historical resources of the CPS/SCP, universities, research stations and other agencies in ways that will promote the science of plant pathology and draw recognition to the work and accomplishments of plant pathologists in Canada.

Membership

The core membership of the CHR shall be 4–5 people who are interested in working with and preserving historical

resources pertaining to plant pathology in Canada. They shall be selected so as to represent the Society's geographical regions, i.e. CPS regional groups would be asked to nominate potential members. Members shall normally serve a three-year term and be replaced on a rotational basis (1-2 members per year) to insure continuity of committee activities. New members shall be formally appointed by the CPS Board upon the recommendation of the CHR. Members shall elect a Chairperson from amongst their ranks. The CHR may have ex-officio advisors consisting of current or past CPS members or others with particular skills or knowledge that could help the committee further its objectives. The Vic-President, CPS, shall be an ex-officio member of the CHR.

Responsibilities

The CHR shall endeavour to meet the objectives stated above. The committee will hold an annual meeting, which could be in conjunction with the CPS annual meeting or done via a telephone or video conference call. The Chairperson shall be responsible for preparing an annual report on committee activities.