

**Structure, Guidelines and Procedures of the
Four-Dimensional Ecology Education (4DEE) Subcommittee
Committee on Diversity and Education
Ecological Society of America
April 2019**

Section 1. Oversight: The Four-Dimensional Ecology Education (4DEE) Subcommittee will fall under the aegis of the ESA Vice President for Education and Human Resources. The 4DEE Subcommittee shall be charged with the promotion, implementation, oversight, regular review, and updating of the 4DEE activities, materials, website, and contents.

Section 2. Purpose: The purpose of the 4DEE Subcommittee is to facilitate the knowledge, understanding, and use of 4DEE concepts by ESA members and others. To that end, the committee will:

1. Seek information, concerns and suggestions from the full range and all levels of (K-12, undergraduate, graduate, professional) the ecological and environmental community with regard to 4DEE concepts, format, presentation, and assessment.
2. Review and evaluate 4DEE associated materials, website, and contents to ensure that these reflect current understanding and practice.
3. Facilitate and coordinate 4DEE activities with particular attention to meetings, workshops, conferences and publicity.

Specific tasks may include, among others, establishing:

- A strategic plan outlining how the committee will address issues of promotion, implementation, oversight, regular review, and updating of 4DEE materials. Specifics should include but not be limited to:
 - Methods for oversight of 4DEE activities, including:
 - Approval of ESA posted materials
 - Review and approval of continuing education workshops
 - Tracking access and use of posted materials
 - Review and updating of posted materials
 - Posting of course syllabi and case studies illustrating use of the 4DEE approach
 - Providing links to “lab” and “field” 4DEE exercises
 - Working with authors of biology and ecology texts to integrate the 4DEE framework into new editions
 - Developing rubrics, along with other assessment and evaluation tools, to foster and facilitate implementation and evaluation

Section 3. Membership: The 4DEE Subcommittee shall consist of nine (9) members each serving a five (5) year term. Terms shall be staggered to insure continuity. Nominations for committee membership should be sought by and submitted to the Vice President for Education & Human Resources who shall review nominations, ensure nominees meet criteria for committee membership, and who shall select individuals to serve on the committee. There is an expectation that 4DEE Subcommittee shall be broadly representative of the society *writ large* and that individual members shall have a demonstrated interest in the 4DEE concept and be willing to advance the purpose of the committee. A maximum of two individuals who are not ESA members may serve on the Subcommittee.

Section 4. Officers & Organization: Committee offices shall include an Incoming Chair and a Chair, both of whom shall be active members of ESA. The Incoming Chair, selected bi-annually, shall occupy that position for two years after which s/he shall assume the position of Chair for two years. All 4DEE

Subcommittee members with four (4) or more years of membership remaining shall be eligible for selection to the Incoming Chair position.

- *Chair Responsibilities* shall include, among others:
 - Representing the 4DEE Subcommittee as a member of the CDE.
 - Answering questions about 4DEE and acting as liaison to other ESA groups requesting information about how 4DEE is expected to impact their areas.

Together, the Incoming Chair, Chair, and Past Chair shall organize committee activities as described below.

Section 5. Meetings: The 4DEE Subcommittee shall meet at least annually either in person or virtually. A quorum of five (5) 4DEE Subcommittee members shall be required for any decision or transaction.

Section 6. Publicity, Periodic Review and Assessment, and Reporting:

- *Publicity:* The 4DEE Subcommittee shall develop specific means by which activities are publicized to and archived for ESA members and others with interests in implementing the 4DEE goals.
- *Periodic Review and Assessment:*
 - The 4DEE Subcommittee shall annually review 4DEE-related activities, including evaluations, outcomes and suggestions for any modifications to the materials, website and contents, and
 - Every lustral (quinquennial) and decadal year, the 4DEE Subcommittee shall evaluate the use and efficacy of the 4DEE website and other aspects as appropriate.
- *Reporting:* The 4DEE Subcommittee shall submit an annual report of activities to the Vice President for Education and Human Resources.

To establish a committee with overlapping terms, initial appointments to the Subcommittee should include five individuals for a period of three years and four for a period of five years. Both the Incoming Chair and Chair should be selected from the five-year appointees.