

CODE OF PROCEDURE SCOUTING COMMITTEE

Approved Fall D.E.C. October 2023

- I. The Committee shall be composed of five (5) members in accordance with Article IX, Section 2 of the Department By-Laws: two (2) for one-year (I year) terms, and one: each for two (2), three (3) and four (4) year terms. Each year the commander will appoint one (1) one (1) year member and one (1) four (4) year member. Preferably the members will have a Scouting background and represent the 5 BSA Councils in Oregon. The Chair of the Committee will be designated by the Department Commander. Revised 10/01/06
1. The Committee shall encourage the Posts in the Department of Oregon to participate in the Scouting program in cooperation with the Scout Executives in each of the five (5) councils in Oregon and will provide the Posts with opportunities to participate. Revised 10/01/06
 2. The Committee shall make available to the Post in the Department of Oregon any new programs initiated by the Boy Scouts of America.
 3. The Committee shall carry out other duties as may be assigned it by the Department Commander, the Department Executive Committee, a Department Convention, or Americanism Commission Chair.
 4. The Committee shall meet at the call of the Chair. If by prior information, a quorum cannot be present at a called meeting, the Chair shall contact each member by mail or email and their replies to proposed actions and recommendations shall be the basis for actions and recommendations by the Chair.
 5. Three members shall constitute a quorum at any meeting of the Committee. Any action taken by less than a quorum shall be ratified at the next meeting of the Committee.
 6. The Committee Chair shall request in writing, to the Department Commander, the removal of a Committee member for failure to participate actively in the work of the Committee; a copy of the such request shall be sent to the member concerned.
 7. The Chair shall make a written report to the Americanism Commission Chair, who will present to the Department Executive Committee, when called to do so, at the meetings of that Committee for the Commission.
 8. The Chair shall submit a written report annually of the year's activities of the Committee to the Americanism Chair who will present it to the Department Commander as required by Article V, Section 7 of the Department Constitution.
 9. Changes in the Code of Procedure shall be made by a majority vote of the Committee members and submitted to the Commander and Department Executive Committee through the

Americanism Chair for approval.

10. The Chair shall prepare and submit a budget for the year to the Permanent Finance Commission for approval by the Department Executive Committee.
11. No expenditures on behalf of the Committee shall be made without prior notifications to and approval of the Chair. Subject to funds available to the Committee, travel allowances will be made for attendance at called meetings on vouchers submitted to and approved by the Chair.
12. A notice of the called meetings, as well as a copy of the minutes of the meetings, shall be sent to the Department Commander for his/her information and to the Department Headquarters to be placed on file.
13. The Committee shall meet prior to the Convention held the last week of June to evaluate reports submitted by the Posts to determine which Posts shall receive the awards for the best Scouting program.
14. The Committee shall meet as needed prior to March 15 each year to evaluate Eagle Scout of the Year applications using the evaluation form provided by the American Legion National Office. The Department of Oregon Eagle Scout of the Year (ESOY) will not be required to have earned a Religious Award. The selectee will therefore not be eligible to move up in competition for the National Scholarship. Should the Department of Oregon Eagle Scout of the Year have the Religious Award their candidacy moves up to National. The Department of Oregon Eagle Scout of the Year will be awarded a scholarship of \$2,500.00. This scholarship may be used for advanced education beyond high school at an accredited school. The funds may be used for tuition, fees, or books. The Department of Oregon ESOY will have two (2) years after graduation from high school to use the scholarship unless they join a branch of the U.S. Military. Then they will have one (1) year after Honorable Discharge to use the scholarship. To order to receive the scholarship funds, the ESOY will provide the address of the financial aid office of the attending school to the Department. If the ESOY served in the U.S. Military, they will also send a copy of their DD-214 to the Department of Oregon. (Fall D.E.C. 2021)
15. Selection criteria for Eagle Scout of the Year
 - The application must be filled out completely with the proper signatures and supporting documents. If not complete, the application will be returned to the scout to be completed.
 - The completed application must be received by Department by May 1st. Late applications can be held by the committee for consideration the following year.
 - When multiple completed applications are received, some traits to be considered in the selection process can be: amount of detail in the answers, sentence structure, spelling, etc., is the scout still active in their troop, number of merit badges earned.
 - Remember, the applicant is already an Eagle Scout. You are not judging whether the Eagle Project is legitimate, the Council already approved it and awarded the scout the Eagle rank. You can, however, compare it to other projects received.

- Ultimately, if all things are equal, it may come down to a “gut feeling”.
- When all the individual committee members have ranked the applications in order, the committee will meet to compare their lists and see which one ranked the highest by consensus.

16. Technical Correction: Meetings may be conducted using virtual technologies (i.e., video/teleconferencing platforms) in addition to what may already be provided for in this code of procedure.

