



THE COLLEGE ON PROBLEMS OF DRUG DEPENDENCE, INC.

CPDD Long-Range Planning Committee (LRPC) Standard Operating Procedure (SOP)

LRPC Committee Mission: The purpose of the Long-Range Planning Committee is to address the charges given by the President of CPDD that is associated with any long-term goals or directions for the organization.

Committee Members: The Committee members are typically Past-Presidents of CPDD or other CPDD members who have played a significant role in this organization. The chair of this Committee is the Past-President of CPDD. The members of the Committee typically serve for three years.

Committee Operations: Once given a charge by the President, the Committee addresses this charge via email, conference call, or meeting. Recommendations are presented to the President, who then forwards this information to the Executive Committee. The Executive Committee reviews the recommendations and can either accept them or give a further charge for the Committee. Upon approval of the recommendations, the Chair of the Long-Range Planning Committee presents them at the BOD meeting. The BOD may or may not need to approve the recommendations of the committee.