

NATIONAL EXECUTIVE COMMITTEE (NEC) DELEGATES

(last approved as part of overall Job Descriptions Policy, approval May 4, 2024)

Two individuals from the ASRS membership (as appropriate with the Bylaws) will be selected every year to serve a two-year term on the National Executive Committee (NEC) as an NEC Delegate. The NEC is responsible for executing policies of ASRS including those of the National Meeting, defining duties and responsibilities of the society management organization (FASS at the time of this update), establishing procedures as necessary, and establishing minimal requirements for Technical Divisions, subcommittees, etc., as needed.

The following specific responsibilities apply:

1. NEC conference call meetings are generally held each month during the calendar year.
 - a. During your term, participate in each ASRS conference call during the calendar year, as scheduled by the President. If you are not available during the actual meeting time, delegates can send in any committee reports or updates beforehand to be read into the minutes during the actual meeting.
 - b. If possible, also attend 1-3 conference calls after the Delegate election and prior to the beginning the Delegate's NEC term, to become familiar with the issues and mechanisms.
2. Attend the following at the National Meeting during the two-year commitment:
 - a. First Sunday meeting, if possible, as an "incoming NEC Delegate"
 - b. Subsequent Wednesday or Thursday meeting as an NEC member (when your actual tenure begins)
 - c. Sunday and Wednesday/Thursday meetings of the following year as an NEC member
 - d. First Sunday meeting of the following year as an "outgoing NEC member".
3. Participate in subcommittees, as needed and as directed by the President.
4. Other duties as directed by the President.