

## **VICE PRESIDENT—State Issues**

### **DUTIES and RESPONSIBILITIES**

1. Serves on the Executive Council Executive Committee and participates in the meetings and activities of the Executive Council.
2. Contributes to the formation of policies and procedures of CASFAA.
3. Serves as Chair of the State Issues Committee.
  - a. Ensures segmental, proprietary, graduate/professional and ethnic diversity members are represented on the committee. Also considers geographical representation of membership in committee make-up.
4. Drafts CASFAA responses to state issues as approved and requested by Executive Council. For record keeping purposes, submits copies of responses approved by the Executive Council to chair of Archives Committee or designee as appointed by the President.
5. Reports State Issues Committee meetings and activities and recommendations requiring Executive Council approval at each Executive Council meeting and to the membership after approval.
6. Submits reports as needed and requested for any CASFAA publication or media.
7. Performs other functions as requested by the President or the Executive Council.

### **TERM OF OFFICE**

Term begins on the first day following the annual CASFAA Conference and concludes on the final day of the following year's annual CASFAA Conference.