Director

Three at-large Directors serve on the IPAC Board. Directors assist in the completion of objectives, programs, and activities to advance the mission of IPAC. Directors may also lead special projects related to IPAC objectives and programs.

Term of Office

Three years.

Time Commitment

3-5 hours per month, but can be more to complete action items.

Major Duties

Each director may perform some or all of the duties listed.

• Review, discuss, and vote on IPAC business at monthly board meetings. • Reviews and approves board meeting minutes.

• Lead special projects and strategic initiatives.

• Establishes and disbands ad hoc or standing committees.

• Considers and selects nominees for the Stephen E. Bemis Memorial Award.

• Reviews and votes on changes to the Bylaws (which also require membership approval) and the IPAC Policies and Procedures Manual.

• Reviews annual marketing plan developed by the Marketing Committee.

• Reviews and discusses professional development content submitted for inclusion in IPAC publications, conferences, or media platforms.

• Sets advertisement prices for the Assessment Council News.

• Recommends conference sites and approves conference logos. May participate in site visits for future IPAC conferences.

• Supports the conference planning committee by seeking conference speakers and sponsors.

Nonprofit Board Responsibilities

In addition to the tasks described above, IPAC Directors and Board members are responsible for:

• Ensuring the prudent use of all assets, including facilities, people, and good will; • Ensuring activities and transactions are advancing the IPAC mission;

• Recognizing and disclosing any potential conflicts of interest;

• Making decisions in the best interest of IPAC, not in the best interest of individual board members, individual constituents, or individual affiliates;

• Ensuring IPAC follows applicable laws and regulations; • Ensuring IPAC bylaws are followed; and

• Ensuring IPAC adheres to its stated purpose and mission.