

NASSGAP Members,

Your 2013 NASSGAP Nominations Committee proposes the following slate of nominees:

<b>President Elect</b>	<b>Diane Lindeman, Kansas</b>
<b>Member-at-Large</b>	<b>Elizabeth McDuffie, North Carolina</b>

According to the NASSGAP By-laws voting members may nominate additional candidates after receiving the proposed state of nominees. If you have a nomination, please email the person's name, agency, and state to me at [julie.leeper@iowa.gov](mailto:julie.leeper@iowa.gov) by May 29, 2013. I will contact all nominees to validate their willingness to run for the office. Membership will be notified of the final ballot and voting procedures.

New officers begin their terms of service after the fall 2013 conference. Duties of the offices to be filled as described in the NASSGAP User Guide are:

## **II. NASSGAP Officers and Duties**

### **PRESIDENT-ELECT**

#### **Duties and Responsibilities:**

- A. Assist President in any required activities or travel to represent NASSGAP
- B. Oversee purchase of gift (usually a plaque), to be presented at the annual meeting to the out-going president
- C. Serve on the Executive Committee as a voting member.
- D. Assist President with the oversight of the NASSGAP Conferences
- E. Review future conference dates/sites with attention to other associations conference dates
  1. Update the NASSGAP calendar with other conference information
- F. Maintain, update, and disseminate the Policy and Procedures as appropriate.
- G. Serves as Parliamentarian. The primary duty of the parliamentarian is to advise the presiding officer on parliamentary law and matters of procedure when requested.
- H. At conclusion of term of office, review these Policies and Procedures respective to the President-Elect's duties and provide recommended changes/updates/corrections for Executive Committee approval.

### **MEMBERS-AT-LARGE**

#### **Duties and Responsibilities:**

- A. First year, generally serves as Site Chair for the conference (E-05, switched fall 11)
- B. Second year, generally serves as Program Chair for the conference (E-05, switched fall 11)
- C. At conclusion of term of office, review these Policies and Procedures respective to the Member-at-Large's duties and provide recommended changes/updates/corrections for Executive Committee approval.

*Julie*

Julie Leeper  
Executive Officer 3  
Iowa College Student Aid Commission  
(515) 725-3420  
[julie.leeper@iowa.gov](mailto:julie.leeper@iowa.gov)