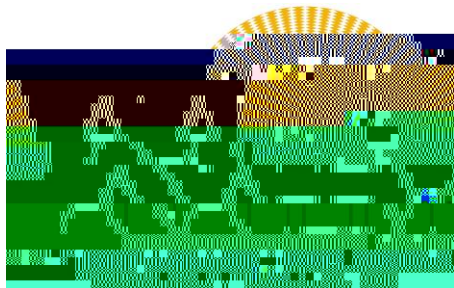




Biblio-Notes





Association of Internet Researchers

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scheduling Section programs, meetings, and events at the Midwinter Meeting and the Annual Conference.

F3b. Vice-Chair/Chair-Elect. The vice-chair/chair-elect shall plan and coordinate all programs and projects to be pursued during his or her term as chair, and shall make appointments of all standing committee members and chairs whose terms will begin during his or her term as chair. The vice-chair/chair elect shall be responsible for submitting budget requests for his or her term as chair, participating in ACRL budget orientation, and responding to inquiries relating to the Section. The vice-chair/chair-elect serves on the Executive Committee and the ACRL Conference Program Planning Committee. He or she serves as a substitute on the ACRL Leadership Council and the ACRL Sections Council when either the chair or the immediate past-chair is unable to attend.

F3c. Immediate Past-Chair. The immediate past-chair serves on the Executive Committee and is ex-officio on the Planning Committee. He or she also serves on the ACRL Leadership Council and the ACRL Sections Council.

F3d. Secretary. The secretary shall be responsible for maintenance of all Section records and for recording the minutes of all Section and Executive Committee business

F3. Duties of Officers.

F3a. Chair. The chair shall be the chief executive of the Section, the chair of the Executive Committee, and one of the Section's representatives to the ACRL Leadership Council and the ACRL Sections Council [note: ACRL has eliminated Sections Council but may hold online meetings instead]. The chair is responsible for section projects pursued during his or her term, administration of requests for budget allocations and reimbursement of expenses, and submission of reports on all Section activities to the ACRL Board. The chair is also responsible for



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