

## **Operating Procedure 13 International Development Committee**

**Purpose: To establish policy and procedures for the International Development Committee.**

**Reference Article VII, Section 1, of the ASC bylaws:**

The committee shall develop projects and programs consistent with the Association's purpose and shall operate in accordance with the Association policy and procedures.

Committee membership is open to the faculty of all Association members.

The committee members shall elect the committee chair for a three-year term at an annual conference meeting of the committee. In the absence of a committee chair, the regional director with assigned oversight responsibility shall appoint an interim chair or serve as the chair. Only individuals associated with Institutional Members are eligible for election to committee chairs. The chair should appoint or identify an appropriate assistant chair.

Efforts should be made to assure a diverse group of stakeholders in the positions of committee chair and ASC Board member having oversight of the committee.

The international development committee shall produce written reports of activities pertinent to their committee. These reports shall be provided to the ASC Secretary electronically within 30 days following the annual conference for inclusion on the Association web page and in the Annual Report.

### **Purpose:**

The International Development Committee shall be concerned with:

1. Expand relationships and collaboration between U.S. and International Schools.
2. Promote international exchange of knowledge, staff, and students.

### **Procedures:**

The elected committee chairperson shall:

1. Maintain an active committee membership list.
2. Organize the committee meeting at the annual conference.
3. Report the activities of the committee to the Director with oversight.
4. Submit International Development Committee electronic report to the ASC Secretary.