

## **NDICE OFFICERS DUTIES**

### **PRESIDENT AND PRESIDENT-ELECT**

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**THE PRESIDENT** shall preside at all meetings of the Executive Board, as well as the Annual Conference of the Institute. He shall, in general, supervise the business and affairs of the Institute and perform all duties incident to the office of President. He shall, in consultation with the Executive Board, appoint the Chairs of the various Standing and Ad hoc Committees; or to special committees or positions as, in his discretion, the general welfare of the Institute demands. The Chairs of each Committee will then appoint the members of such Committee, as appropriate. The President shall determine, with the members of the Executive Board, the agenda for the Annual Conference; and represent the Institute at meetings to which NDICE is invited. He is empowered to call special meetings as may be required to further the purpose(s) of the Institute.

**THE PRESIDENT-ELECT** shall perform the duties of the President in the event of the President's absence, disability, or death, and at the request of the President, perform other duties as needed.