

001/Prp/K/ALSAIB/I/2020



ALSA

ASIAN LAW STUDENTS' ASSOCIATION

DIRECTORS PROPOSAL

APPENDIX A

alsainternational.org



ASIAN LAW STUDENTS' ASSOCIATION INTERNATIONAL BOARD

Constitution of Asian Law Students' Association (ALSA)

Article 7 Section 10:

Section 10. Directors of ALSA International ^[L]_[SEP]

To support the duties of the International Board in realizing ALSA's vision and purposes/objectives, the International Board may appoint any Director, subject to other provisions within this Constitution and the Book of Guidelines.

Section 10.1. Duties of Directors ^[L]_[SEP]

Each Director shall have prescribed specific duties and responsibilities or be appointed to carry out a specific task under the responsibility of the International Board.

Section 10.2. Creation of Director Positions ^[L]_[SEP]

Director positions shall be proposed by the International Board to the Governing Council for approval. Proposal for each Director Position shall include details on the following:

- a. *Visions and purposes/objectives of ALSA aligned with the Director position;*
- b. *Motivation of the International Board for creating the Director position; and* ^[L]_[SEP]
- c. *Specific duties and deliverables of the Director position.* ^[L]_[SEP]



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Section 10.3. Appointment of Directors^[1]

The International Board shall appoint one or more Director for each position after the approval of the creation of the position. The proposal for the creation of Director positions may indicate potential candidates for the relevant positions.

The positions of directors that are being proposed for the ALSA International Board 2019/2020 consist of:

Position:

- 1) Director of Transcription and Communication



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Secretary-General

Secretary -General:

1) Director of Transcription and Communication

- In accordance to section 10 of the Constitution, to support the duties of International Board in realizing ALSA's purpose, the International Board may appoint any Director, subject to other provisions within the Constitution and the Book of Guidelines.

Proposal/Motivation:

To establish a Director under Secretary – General. Other than doing agendas and minutes, the IB Secretary General does a lot of work behind the scenes. This involved assisting the IB President, the IB members, GC, check and balance on AC/AF, procedures, reports, certificates, Pulse etc.

Purpose:

- Assist the Secretary – General in transcribing the minutes for every meeting.
- Organize the Alumni Gathering

Specific duties:


a. Assist the Secretary-General in transcribing the GCM/IBM minutes in order to establish efficient work and so that, the minutes can be sent earlier to the GC/IB. The Director can draft half of the meeting and send the draft to Secretary-General. Secretary-General will do the other half of the meeting and put the draft sent by Director into the final document of the minute and structure it.



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b. Assist the Secretary-General in organizing the Alumni Gathering

Facilitate the flow of communication between the alumni and participants. reports, certificates, Pulse etc.

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