

Charter of the Director's Leadership Council (DLC)

Article I Purpose

The DLC was created by International Relations Director Malik Mufti as "a permanent feature of the IR Program to be a venue for two-way communication between students and administration, for mentoring relationships between upperclassmen and younger students, for networking with alumni, and on all those levels for the promotion of our enduring institutional values of civic duty and global engagement." In addition to its permanent responsibilities, the DLC maintains the right to tackle other issues ad hoc, per the interests of its current members.

Article II Membership

The DLC will be composed of 10 student members, all of whom must be International Relations majors, with at least one representative from each class of sophomore, junior, and senior. The current DLC will elect the new members according to an application process, once a year in the spring. Upon induction, each member has tenure until graduation, except in the case of students going abroad, who must receive approval for the school year that they will return.

Article III Leadership

There will be four permanent leadership positions within the DLC:

1. Two co-chairs: share the responsibility to set the agenda of meetings, moderate the meetings, liaison with the administration, and keep the body on task and organized. These individuals must be returning members
2. Secretary: make minutes of each meeting as well as control the DLC's budget
3. Communication Director: Organize advertising and relations with general IR community

The remaining members shall be assigned either individually or in groups to head different projects as decided on by that DLC. Despite these assignments, all members of the DLC are to work collaboratively as a body and dialogue and cooperation between members is necessary.

Article IV Responsibilities

The DLC serves many purposes and its function will evolve as it develops. The following are a list of responsibilities that every DLC should strive towards:

1. Serve as a resource for IR students through:
 - a. advertisement of our role to prospective IR majors
 - b. providing contact information in the IR office for all IR students to see

2. Encourage involvement by all of the IR community through:
 - a. allowing students to approach the body with projects they would like to see enacted
 - b. involving students in new initiatives spearheaded by the DLC
3. Maintain independence as a voice for students

Article V Meetings

Each DLC may determine the frequency and length of their group meetings. The body should also hold one town hall meeting per semester with the IR administration and student body.

Article VI Agenda and Development

The DLC will set its agenda for the semester at its first meeting. This agenda should include a list of goals and a timeline towards accomplishing these goals. New projects may be added and subtracted as the body hears the interests of the student body. In early spring, the DLC will advertise for new members to fill the spots of exiting students. After choosing the new members, all post-Spring Break meetings will consist of both the current and new DLCs to encourage continuity between years.

Article VII Removal of Members

In the case that a current DLC member is not fulfilling his responsibilities as a member of the body, the Chairs reserve the right to approach that member to discuss the situation. If the problem cannot be resolved through that meeting, the Chair will report the problem to the IR administration.

Article VIII Reporting

The DLC co-chairs will be responsible for submitting two reports each year to the IR Director: the first will cover goals and plans for the academic year (due at the beginning of each semester and no later than Oct. 1); whereas the second report will be a summary of activities, discussions, and feedback (due at the end of each academic year and no later than graduation). These reports should be collected and passed down each year.