Universities Council on Water Resources

Board of Directors Roles and Responsibilities

1. Provide Vision and Planning
   - Adopt an overarching vision statement and review periodically.
   - Define UCOWR’s mission and review regularly.
   - Develop a strategic plan with short and long term goals and objectives.
   - Establish membership and financial goals.
   - Determine member benefits and activities of the organization.

2. Actively Participate in Governance and Programs
   - Participate in all regular (4 per year, 1 in-person and 3 teleconference) and special meetings of the Board.
   - Serve on committees when called upon.
   - Attend and actively participate in the Annual Water Resources Conference.
   - Develop special sessions and panels for the Annual Water Resources Conference.
   - Recruit colleagues to present at the Annual Water Resources Conference.
   - Consider serving as Chair of the Annual Water Resources Conference.
   - Serve as an ambassador for the *Journal of Contemporary Water Research and Education (JCWRE)*.
   - Consider serving as an Issue Editor for a special issue of *JCWRE*.
   - Consider serving as an Associate Editor for *JCWRE*.
   - Serve as an informed spokesperson for UCOWR when the opportunity arises.
   - Maintain confidentiality when necessary.

3. Recruitment
   - Actively recruit member institutions and delegates.
   - Identify emerging leaders in water resources.

4. Establish and Approve Policy
   - Review and approve amendments to bylaws.
   - Review and approve roles of board and executive positions.
   - Delegate policy implementation.

5. Fiscal Oversight
   - Review and approve the annual operating budget and the Executive Director’s annual report.
   - Review and approve investments.
   - Negotiate and approve a Memorandum of Understanding for the home office with a host institution.

6. Hire and Support the Executive Director (ED)
   - Review and approve a position description for the ED.
   - Work cooperatively with host institution to hire or terminate the ED.
   - Develop a strong working relationship between the Board and ED.