

# Administrator's Steering Committee

Roles and Responsibilities

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- Steering Committee members
- Elected
  - Serves three year term
  - Serves as Chair in third year
- Mandatory
  - Appointed at Center Director's election to Executive Committee
  - Serves three year term
  - Coordinates Spring and Fall Director's Dinner in last year

# Roles and Responsibilities

- Steering Committee Chair
  - Fall Alzheimer's Disease Center's Meeting
    - Convenes informal meeting with Administrator's to discuss plans for Spring Meeting
  - Annual Non-Competing Continuation Progress Report
    - "READ ME FIRST"
    - Responds to Inquiries
  - Spring Alzheimer's Disease Centers Meeting
    - Works with Steering Committee to develop agenda for Spring Meeting



I want you . . .