

**LONESTAR MENSA
Actions Still in Effect (ASIEs)**

**ASIE 2007-1
Program Structure and Responsibilities**

Approved, 2007 January 3

This ASIE provides the structure of programs and responsibilities for Lonestar Mensa.

LSM programs are structured to provide a way for participation of interested LSM members in the activities of the organization, to ease coordination among the various activities, and to provide visibility of financial resources supporting these activities. The specific activity in each program depends on the members who want to participate. Some programs will have more activity in some years and less in other years depending on the interest of the participants.

Responsibilities for leading LSM activities are assigned to volunteers through the LSM Bylaws and ASIEs. Volunteers have standard titles for to indicate their assumed responsibilities such as “coordinator” or “chair” and all volunteers with responsibilities assigned in the Bylaws and this ASIE are considered non-voting officers of LSM. However, volunteers may suggest their own titles if they like. In general, coordinators bring together LSM activities in particular program areas such as Gifted Children or Newsletter Advertising. Chairs are responsible for committees of volunteers that coordinate related activities. Volunteers holding multiple titles are not uncommon. Coordinators may assume several related titles if they desire and chairs assume the coordinator responsibilities for portions of their overall program that do not have coordinators.

Each of the officers listed below are assigned responsibility for the programs listed to the left of the list and all subordinate programs indented under the general program.

<u>Programs</u>		<u>Officers</u>	
Recruitment Program		Recruitment Chair	
Membership		*Membership Officer	
Current Members		Current Member Coordinator	
New Members		New Member Coordinator	
Lapsed Members		Lapsed Member Coordinator	
Leadership		Leadership Roster Coordinator	
Testing		*Testing Coordinator	
Facilities		Facilities Coordinator	
Test Administration		**Proctors	
Awards		Awards Coordinator	
Nominations		Nominations Committee Chair	
Communications Program		Communications Chair	
Newsletter		*Newsletter Editor	
Newsletter Publication and Distribution		*Newsletter Circulation Manager [Publisher]	
Newsletter Advertising		Newsletter Advertising Coordinator	
Electronic Publication		Webmaster	
Publicity		*Publicity Officer [Media Coordinator]	
Direct Communications		Elist Coordinator	
History, ASIEs, Records, and Archives		Record Manager	

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Symposia Program		Symposia Chair	
Monthly Meetings		*Programs Officer [Meeting Coordinator]	
Local Symposia		Symposia Coordinator	
Publicity		Symposia Publicity Coordinator	
Education Program		Education Chair	
Education Fund Raising		Education Funding Coordinator	
Scholarship Awards		*Scholarship Chair	
Education Publicity		Education Publicity Coordinator	
Gifted Children		**Gifted Children Coordinator	
Subgroups Program		Subgroup Chair	
Bryan-College Station		BCS Area Coordinator	
University of Texas		University of Texas Area Coordinator	
Waco		Waco Area Coordinator	
SIGHT		**SIGHT Coordinator	
Subgroup Publicity		Subgroup Publicity Coordinator	
Regional Gathering Program		*LonestaRG Chair	
RG Registration		*RG Registrar	
RG Hospitality		*RG Hospitality Chair	
RG Programs and Speakers		*RG Programs Chair	
RG Facilities		RG Facilities Chair	
RG Publicity		RG Publicity Chair	
RG Drawings, Prizes, and Prizes		RG Drawings, Prizes, and Awards Chair	
RG Treasurer		*RG Treasurer	
Regional arbitration		*Arbiter	
Local Arbitration		*Ombudsman	
* Officer positions established in the bylaws and ASIEs			
** Officers recommended by LSM and approved by AML			
Note 1: A person may occupy more than one position.			
Note 2: Responsibilities travel upward. If a position is not filled the next higher position assumes responsibility until the LocSec is responsible for everything			