

DiPVaC STEERING COMMITTEE: REMIT & ROLES

The DiPVaC steering committee was established at DiPVaC 1 (University of Salford, 18-20 April 2012) to promote and manage the affairs of the DiPVaC research network (www.dipvac.org). The committee consists of the chair and six ordinary members (one of them the organizer of the next conference). With the exception of the chair, membership is for two years, with renewal for another two years at the biennial conference. A new chair will be elected by the committee every 6 years.

The main roles of the DiPVaC steering committee are:

- To attend to matters requiring decision-making between conferences
- To promote the network and maintain a strong web-presence through the DiPVaC research network site & associated mailing list (www.dipvac.org; dipvac.network@gmail.com)
- To review proposal for future conference sites and support current/future hosts with conference organization (incl. reviewing abstracts)
- To review every two years the remit of the network and committee membership
- To award the best student paper prize at the biennial conference

Roles & responsibilities of committee members:

- reviewing abstracts on a biennial basis
- judging student presentations at biennial conference
- participating in (bi-)annual committee meetings (re: direction of network, venue of & plenary speakers for next conference, committee membership, etc.)
- (taking minutes at meetings)

Roles & responsibilities of the committee chair:

- chairing (bi-)annual committee meetings
- chairing biennial business meeting at DiPVaC conference
- chairing student prize panel (unless there is a conflict of interest)
- inviting future conference hosts and new committee members
- (maintaining the network URL & mailing list)