

# Student Representative Responsibilities

1. Qualifications for nomination as Student Representative (two year term):
  - a. Current ASB student member
  - b. Attendance at a minimum of one previous ASB Annual Meeting with or without an accepted abstract
  - c. Retain student status for entire duration of term
  - d. Ability to participate in required meetings throughout term
2. Election Process:
  - a. Open call for self-nominations for Student Representative is communicated by emailing current membership two months prior to the online annual election (early March of current Student Rep's second year of term of office)
  - b. To self-nominate, interested students should email a brief background statement, within the word limit, to the current Student Representative before the deadline.
  - c. Statements will be published on the ASB website and should describe what the candidate wants to improve/implement as Student Representative and qualifications/experience that will help them to do so. Statements should be in the following format:

**Name:**  
**School:**  
**Advisor:**  
**Status:** year, degree program, *and* department  
**Research Focus:** *one sentence*  
**ASB Student Membership:** number of years *and* dates  
**ASB Meetings Attended:** meeting name, location, *and* year –*Regional, National and Joint ASB meetings*  
**Headshot:** *high resolution photo for the website*  
**200 word statement:** I would like to improve the ASB student experience through the following methods... (The header is not included in the word limit)
  - d. Should the number of candidates for Student Representative exceed two, the Student Representative will confer with the Executive Board to identify and nominate two candidates for the ballot.
3. Status:
  - a. Serve as a voting participant at all meetings of the Executive Board
  - b. Serve as the Chair of the Student Advisory Committee
  - c. Obtain approval for modifications to any existing activities as well as implementation of new activities from the Executive Board
  - d. Obtain approval for modifications to the Student Representative responsibilities from the Executive Board
4. Objectives:
  - a. Facilitate student involvement in the Society
  - b. Communicate with the Executive Board about all pertinent student-related information

- c. Encourage student interaction as well as establish contacts among students for jobs and educational opportunities
- d. Interact with other students and receive feedback about activities at the annual meeting
- e. Encourage student involvement at the annual meeting by promoting interaction and discussion among the students and, as applicable, students with mentors
- f. Encourage student participation for awards
- g. Assist students in applying for membership
- h. Collaborate with both the Executive Board and the Education Committee to further the interests of the Society

5. Duties:

- a. Communicate with the previous Student Representative and Executive Board to discuss operating procedures, transfer of materials, and objectives to attain
- b. Serve as a channel of communication with the Executive Board for the students
- c. Attend all Executive Board meetings to report on (1) student activities planned at the meeting prior to the annual meeting, (2) student activities held at the meeting after annual meeting, (3) tasks completed since the previous meeting and (4) upcoming plans
- d. Solicit participation from students for the Student Advisory Committee, such that it is representative of different disciplines, genders, backgrounds, and education statuses
- e. Facilitate this Committee in promoting and leading student initiatives in ASB
- f. Collaborate with the Program and Meeting Chairs to schedule student activities during the Annual Meetings in the middle and end of the term of office
- g. Organize the student mentoring program for the annual meeting
- h. Collaborate with the Education and Diversity Committees, as applicable, to represent viewpoints of student members
- i. Provide the Newsletter Editor with information to print in all newsletters
- j. Provide the Communications Chair with information to post on the ASB website
- k. Use the ASB Facebook page to communicate with members about student initiatives in ASB and other topics of interest in biomechanics
- l. Serve as the liaison between ASB chapters and the Executive Board, including handling chapter applications and updates
- m. Revise and update the Student Representative responsibilities
- n. Obtain student nominations for the Student Representative position for the next term two months prior to the election
- o. Communicate with new Student Representative to ensure smooth transition of duties

6. Meeting Attendance Requirements throughout term of office:

- a. ASB Business Meetings (August) - during Annual Meetings at the beginning, in the middle, and at the end of the term of office
- b. Summer Executive Board Meetings (August)
  - i. after Annual Meeting at the beginning of the term of office
  - ii. before and after Annual Meeting in the middle of the term of office
  - iii. before Annual Meeting at the end of the term of office

- c. Mid-year Executive Board Meetings (February) - held in location of upcoming Annual Meeting
- d. Spring (May) and Fall (October) Executive Board Conference Calls

### **Past ASB Student Representatives**

2018-2020	Andrew Vigotsky, Northwestern University
2016-2018	Katie Read Knaus, University of Virginia
2014-2016	Amy Lenz, Michigan State University
2012-2014	Jennifer Bagwell, University of Southern California
2010-2012	Meghan Vidt, Virginia Tech – Wake Forest
2008-2010	Becky Fellin, University of Delaware
2006-2008	Katie Bieryla, Virginia Tech
2004-2006	Melissa Scott-Pandorf, University of Houston
2002-2004	Max J. Kurz, University of Nebraska at Omaha
2001-2002	Ugo H. Buzzi, University of Michigan
2000-2001	Jeremy J. Houser, University of Houston
1999-2000	Kathleen E. Costa, University of Southern California
1998-1999	Eadric Bressel, University of Northern Colorado
1997-1998	Todd Royer, Arizona State University
1996-1997	Sheila Stevens
1995-1996	Peter Vint, Arizona State University
1994-1995	Michael Torry, Southern Illinois University
1993-1994	Timothy Koh
1992-1993	Rosemary Spears
1991-1992	Norman Murphy