

POLICY AND PROCEDURES

For ABS

Electronic Information Resources

Approved by Council on 10 August 2009.

**The Electronic Information Resources of the ABS are:
Website, Wiki, Database, list serve.**

The Electronic Information Committee (EIC) oversees the management of these resources.

The electronic resources of the American Balint Society serve the Society in several ways:

- Website: serves as the public window into the organization, workings, and programs of the American Balint Society.
- Listserv: serves members (Balint-L) and Council (ABS-Council) as a communication conduit, linking members to promote information interchange and collaboration.
- Wiki: serves as a document storage and retrieval system for Council and members. Policies and procedures as well as minutes of Council meetings are kept here.
- Member database: serves as a common, secure repository of member contact information and dues payment information

The Council of the ABS has ultimate authority over the content and format of these resources. Following is an outline of the mechanism by which this oversight of all of these resources will be handled.

1. A Electronic Information Committee consists of the ABS President, a chair appointed by council, President-Elect, Secretary of Council, chair of the membership committee, the webmaster and their designated backup, and one other ABS member appointed by Council. The President-Elect will solicit interest from ABS members for the Council appointed roles.
2. The website maintenance will be under the direction of a web-master(s), appointed by the Council.
3. The EIC establishes and oversee processes for how changes and postings to the electronic resources occurs.