



The CAS and You: Resources for New Chairs

John Kollar
Joanne Spalla
Patricia Teufel



Introduction



Board of Directors



Presenter

John Kollar



Board of Directors



Presenter

Patricia Teufel



Board of Directors



Presenter
Joanne Spalla



CAS Centennial Goal

The CAS will be recognized globally as a leading resource in educating casualty actuaries and conducting research in casualty actuarial science. CAS members will advance their expertise in pricing, reserving, and capital modeling; and leverage their skills in risk analysis to become recognized as experts in the evaluation of enterprise risks, particularly for the property and casualty insurance industry.



Leadership Competency Model

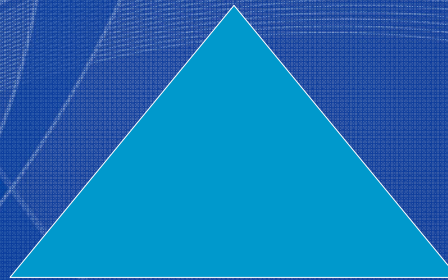
KNOWLEDGE	SKILLS
→ CAS Structure	Communication
Other Actuarial Organizations	Collaboration
Strategic Thinking	Time Management
	Planning and Project Management
PERSONAL ATTRIBUTES	Influencing for Results
Professionalism	Leading
Accountability	Building Relationships
Intellectual Curiosity	Recruiting
	Relating to multiple generations

<http://www.casact.org/members/index.cfm?fa=viewArticle&articleID=1190>



Governance - Structure

Board of Directors



Executive Council

CAS Staff



Governance: Transparency

- Board Meeting Observer Policy
- Board Meeting Executive Summary
- Board Meeting Minutes
- EC Meeting Minutes



Board of Directors



Board Chair

John Kollar



Governance - Board of Directors

- Immediate Past President (Board Chair)
- 12 Directors Elected by the Members
- 3 Directors Appointed by Board
- President-Elect Elected by Members
- President



Governance - Board of Directors

Committees Reporting to the Board

- Audit
- Discipline
- Strategic Planning
- Nominating Committee
- Risk Management Committee
- Leadership Development Committee



Questions



Executive Council



President
Roger Hayne



Executive Council



President –
Elect

Ralph Blanchard



Executive Council



Vice President
ERM

Kevin Dickson



Vice President-ERM

Responsible for

- Implementation of CERA Designation
- Implementation of the CAS risk plan
- Seeking opportunities to collaborate with other bodies interested in ERM
 - ERM –II
 - Joint Risk Management Section.



Vice President-ERM

- ERM Education, Training and Research
 - Partner with Professional Education to ensure that meetings and seminars contain sufficient ERM content
 - Partner with Research to identify and support development of the body of knowledge for key ERM topics
 - Ensure continuing CAS involvement in ERM Symposium and similar events



Executive Council



Vice President
Admissions

David
Menning



Vice President-Admissions

Responsible for CAS basic education,
including:

- Education policy,
- Syllabus development,
- Exams,
- Communications with candidates.



Committees Reporting to VP-Admissions

- Candidate Liaison
- Computer-Based Testing
- Education Policy
- Examination
- Joint Exam Administration
- Preliminary Education
- Syllabus
- VEE Administration



Executive Council



Vice President
Professional
Education
Chet Szczepanski



VP-Professional Education

Responsible for post-admissions education.

- Oversees meetings and seminars and their planning committees.
- Monitors the activities and needs of Regional Affiliates and Special Interest Sections, especially as regards support for their continuing education offerings.



VP-Professional Education

- Oversees and works with the Professional Education Policy Committee to:
 - Broaden the knowledge of the membership in all areas of actuarial science and related fields, including general business skills and professionalism.
 - Develop alternative continuing education vehicles.
 - Stimulate authorship of specified continuing education topics; and,
 - Evaluate continuing education requirements.



Executive Council



Vice President
Research
Louise Francis



Vice President-Research and Development

- Responsible for CAS activities designed to encourage, coordinate, and supervise the advancement of casualty actuarial science.
- Key vehicles
 - Research committees
 - Working parties
 - Prize committees



Research Committees

- Climate Change
- Dynamic Risk Modeling
- Health Care Issues
- Management Data and Information
- Ratemaking
- Reinsurance
- Reserves
- Theory of Risk
- Valuation Finance and Investments



Executive Council



Vice President
International
Kris D. DeFrain



Vice President-International

- Responsible for management and supervision of CAS international activities, including:
 - Chair of the International Leadership Team
 - IAA official positions (professional & technical)
 - Assistance to developing actuarial organizations/areas
 - Support of CAS members outside of North America
 - Interaction with non-North America, non-CAS members and organizations.



Executive Council



VP-Marketing &
Communications

Nancy
Braithwaite



Vice President-Marketing & Communications

- Responsible for marketing and communications activities conducted by or on behalf of the CAS. Examples:
 - Execute communication plans for major issues of strategic import.
 - Strengthen CAS relationships with key universities through University Liaison program.
 - Encourage students to consider a career as an actuary.



Executive Council



Vice President
Administration

Leslie Marlo



VP – Administration

Responsible for:

- Budget
- CAS Trust
- CAS Publications
- Administrative Committees and Task Forces

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Executive Council



Executive
Director

Cynthia Ziegler



Executive Director

- Responsible for:
 - Management of CAS Office operations
 - Participating in meetings of the Executive Council as a voting member
 - Attending meetings of the Board of Directors.
 - The development and presentation of CAS Office plans and budget requirements.



Executive Director

- Responsible for (cont):
 - The administrative functions of Secretary and Treasurer as outlined in the CAS Constitution and Bylaws.
 - Serving on the CAS International Leadership Team
 - Serving as the CAS Correspondent and Liaison to the International Association of Actuaries.



Questions



The Governance Process

Committee Chair submits
recommendation to VP



VP presents recommendation to EC



If recommendation is outside the EC's
authority, VP must present recommendation
to the Board



Types of EC Agenda Items

- **Action**: Results in a formal motion for specific action at the meeting
- **Discussion**: Involves discussion, but not a specific action
- **Information**: No discussion or action anticipated unless requested



Structure of EC Agenda Items

- Subject
- Responsible Officer
- Background
- Discussion
- Relevance
- Next Steps



Budget Process

- **February:** Office distributes Budget Planning Packages to the Chairs. Chairs complete and submit budget questionnaire worksheet to the Office and VP.
- **March:**
 - Finance Committee reviews and recommends budget to EC
 - Board review of expected substantive budget changes
- **April:** EC review
- **May:** Board first pass review
- **July:** Finance Committee second pass review
- **August:** EC second pass review
- **September:** Board final approval



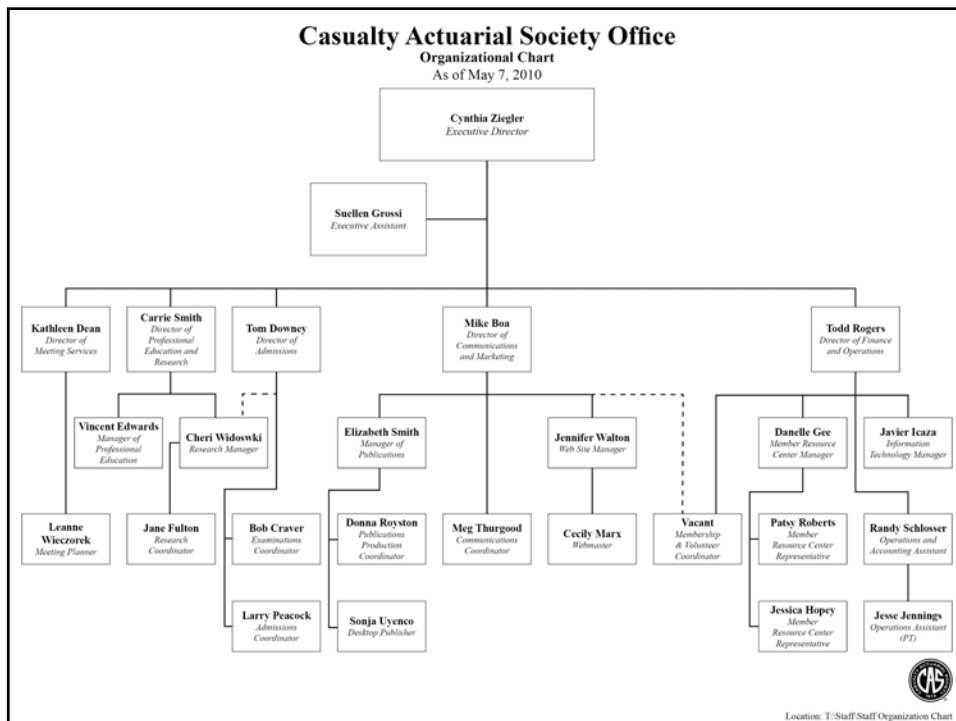
Committee Chair Input to the Budget Process

- **Regular Committee Expenses**
 - In-person committee meetings
 - Requests for travel expense reimbursement
 - CAS funded telephone/WebEx conferences
- **Special Funding Requests**



Resources for Committee Chairs

■ Staff Liaisons





Resources for Committee Chairs

- **Staff Liaisons**
- **Vice Chair**
- **CAS E-mail Lists**



Resources for Committee Chairs

- **Staff Liaisons**
- **Vice Chair**
- **CAS E-mail Lists**
- **Membership Advisory Panel**
- **Quinquennial Membership Survey**



Key Reference Material for Committee Chairs

- **Proceedings/Yearbook**
<http://www.casact.org/yearbook/>
 - **Constitution**
 - **Bylaws**
 - **Policies**
- **Committee Chair Manual**



Committee Chair Manual

<http://www.casact.org/members/manual/committee>

- **Position Descriptions**
- **Governance of Committees**
- **Committee Appointment Process**
- **Committee Planning Process**
- **Meetings, Teleconferences, and Electronic Communications**
- **External Communications**
- **Publicity**
- **Legal Considerations**
- **Fraudulent or Dishonest Conduct/Whistleblower Policy**



Committee Staffing Process

- **Participation Survey**
- **Committee Staffing Guidelines**
 - **Committee Member Term – 3 Years**
 - **Contact Members who indicated a preference for joining your Committee**



Committee Planning Process

- **Committee Goal Setting (October)**
- **Quarterly Cycle Reports**
 - <http://www.casact.org/members/VPCycle>
 - Overview of activity in the quarter
 - Progress on Goals
 - Staffing Changes
 - Deadline: Three weeks before EC Meeting



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Questions