

**Proposed Amendments to the AACUSS Constitution
and By-Laws at the AACUSS Annual General Meeting,
May 18, 2022**

BY-LAWS

ARTICLE III - NOMINATIONS AND ELECTIONS OF THE EXECUTIVE COMMITTEE (OFFICERS AND DIVISIONAL REPRESENTATIVES)

1. Nominations and Elections of Executive Officers and Divisional Representatives

Currently reads:

a. Nominations Committee:

A Nomination Committee shall be established by the Executive Committee. It shall consist of the Past President as Chair and two other representatives select by the Past-President. No member of the Nomination Committee may be a candidate for office.

Proposed change to:

a. Nominations Committee

A Nominations Committee shall be established by the Executive Committee. It shall consist of the Past-President as Chair and a minimum of two other representatives selected by the Past-President. No member of the Nominations Committee may be a candidate for office.

Clarifying notes to membership: Allow for flexibility in the total number of members on the Nominations Committee.

Currently reads:

b. Nominations

At the Annual General Meeting, the Nominations Committee shall submit a slate of Executive Committee members for the following offices:

- i. President Elect
- ii. Communications Officer
- iii. Divisional Representatives (See listing Article II, 1 (b))

Nominations from the floor shall also be accepted.

Proposed change to:

b. Nominations

The Nominations Committee will seek nominations for any open positions, which may include:

- i. President-Elect
- ii. Communications Officer
- iii. Divisional Representatives (See listing Article II, 1 (b))

Clarifying notes to membership: This is to reflect the change in approach to nominations, which will include informing the membership of open positions on the executive, having an open call for expression of interest, and allowing for a vote to happen prior to the Annual General Meeting.

Currently reads:

c. Elections

The chair of the Nomination Committee will conduct the election. In the event that there is more than one candidate on the election slate for a single position, the vote for that position will be done by secret ballot.

Proposed change to:

c. Elections

The chair of the Nominations Committee will conduct the election. Voting will be done by secret ballot. The results of the election will be confirmed at the Annual General Meeting.

Clarifying notes to membership: To streamline and make the nominations process as accessible as possible, nominations will go out to all members for application and submission. Voting will be held virtually approximately one month prior to the AGM. The successful candidate(s) will be announced at the AGM.

ADD:

d. Terms of Office

- i. President-Elect – one (1) year
- ii. President – one (1) year
- iii. Past-President – one (1) year
- iv. Communications Officer – two (2) years
- v. Secretary – three (3) years
- vi. Treasurer – three (3) years
- vii. Divisional Representatives – two (2) years

Clarifying notes to membership: To provide clarity over the term lengths of AACUSS executive positions and keep them in a consistent place.

2. Responsibilities of Divisional Representatives

Divisional Representatives shall normally serve a two-year term. They are responsible for:

Currently reads:

- e. Hold meetings and events for their respective divisions throughout the year

Proposed change to:

- e. Holding meetings and events for their respective divisions throughout the year

Clarifying notes to membership: Grammatical change for consistent language.

Currently reads:

- f. Provide budget rationale to the Treasurer for any division events, up to \$500/year

Proposed change to:

- f. Fostering professional development opportunities for members of their division and/or the AACUSS membership

Clarifying notes to membership: Reflects the changes to the new process of accessing professional development funds. This new process will allow for fewer restrictions on the amount of funding that a division can access for professional development opportunities for members.

REMOVE:

2. Responsibilities of Divisional Representatives

REMOVING FROM:

ARTICLE III - NOMINATIONS AND ELECTIONS OF THE EXECUTIVE COMMITTEE (OFFICERS AND DIVISIONAL REPRESENTATIVES)

ADD TO:

ARTICLE II – EXECUTIVE COMMITTEE

ADD AS:

3. Responsibilities of Divisional Representatives

Divisional Representatives shall normally serve a two-year term. They are responsible for:

- a. Attending executive committee meetings
- b. Liaising with members of their division, bringing forward information, requests for funding, concerns, or issues
- c. Providing a written report on divisional activities prior to each executive committee meeting reporting on divisional activities
- d. Submitting a written annual report prior to the Association's annual general meeting
- e. Holding meetings and events for their respective divisions throughout the year
- f. Fostering professional development opportunities for members of their division and/or the AACUSS membership

Clarifying notes to membership: This would move the Responsibilities of Divisional Representatives under a more appropriate Article in the By-Laws- Executive Committee rather than under Nominations and Elections of the Executive Committee. Adding “Responsibility of Divisional Representatives” to Article II – Executive Committee would change the section to # 3 due to there being a section # 1 & 2 in Article II already.