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**PROPOSED BY:**

ACAPT Board of Directors

# That the following amendments be made to the ACAPT bylaws:

1. Article V. Officers, Board of Directors, Executive Committee, Section 4C: Tenure:

*Amend* “No person shall serve more than three complete consecutive terms on the Board of Directors or more than 2 complete consecutive terms in the same office. A member who has completed their terms of office is eligible to run again after taking off at least one election cycle.”

1. Article V. Officers, Board of Directors, Executive Committee, Section 6: Conduct of Business, A)Board of Directors:

*Amend:* The Board of Directors shall meet not less than twice a year. A majority of the members of the Board shall constitute a quorum. The President may call a special meeting of the Board of Directors and must call a special meeting on written request of a majority of the members of the Board.

1. Article V. Officers, Board of Directors, Executive Committee, Section 6: Conduct of Business, B)Executive Committee:

*Amend:* The Executive Committee shall meet not less than twice a year and shall exercise the power of the Board of Directors between its meetings. A majority of the Executive Committee members shall constitute a quorum.

1. Article VII: Elections and Voting:

*Amend*: The Representatives shall elect the members of the Board of Directors and the members of the Nominating Committee. Elections shall be conducted online or in such other manner as the Board of Directors may provide. Elections shall be conducted each year in advance of the Annual Meeting, at such time as the Board of Directors may provide.

1. Article VII: Elections and Voting:

*Add*: On petition of at least 5 Member Institutions, a qualified consenting member shall be placed in nomination for a position as an officer,  director, or as a member of the Nominating Committee to serve as a nomination by petition. Such a petition must be filed with the Secretary no later than 14 days after the list of candidates prepared by the Nominating Committee has been distributed to members. A candidate nominated by petition shall be afforded similar opportunities for publication of candidacy to the membership as those afforded a candidate nominated by the Nominating Committee, except that this individual shall be identified as nominated by petition.

**Support Statements**:

This would help facilitate a transition for a person considering running as an officer. It would afford he/she to serve one term on the board and acquire experience, then run for an officer position and serve two full terms if elected. The intent for this change is to assure our bylaws are consistent with APTA bylaws.

This conforms in compliance with recommendations by Roberts Rules of Order

This is in compliance with recommendations by Roberts Rules of Order and recommended by APTA’s Parliamentarian

Only one member of the nominating committee is elected each year, so this adjustment brings this action into compliance

It was identified by APTA’s Parliamentarian that we did not present an opportunity in our bylaws for nominations by petition

**RELEVANT POSITION/STANDARD/GUIDELINE/POLICY/PROCEDURE:**

Per ACAPT’s Bylaws, Article XII. Amendments:

1. The Bylaws may be amended at any Annual Meeting of ACAPT at which there is a quorum present by two-thirds of those present and voting.
2. Notification of a proposed amendment shall be given to the Member Institutions at least 30 days prior to the Annual Meeting and in compliance with ACAPT’s revision process.