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| **Proposal #** | **Title** | **Article** | **Section** | **Proposed by** |
| **2403** | **Housekeeping***(Editorial or non-substantive changes)*  | **SEE BELOW** | **SEE BELOW** | **ACAPT Board of Directors** |

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| ***Current Language:****Article IV, Section 1.D.:*Conduct of the Meeting1) Anyone wishing to speak shall rise, address the Chair, wait to be recognized, and give his/her name and institution. If a microphone is available, speakers will be recognized in the order of their lining up at the microphone.2) No one may speak longer than three minutes at one time on any one question, nor more than once until all who wish to speak have been heard. 3) Anyone may speak for a third time, on any one question, only with the consent of the Chair or upon a majority vote of the members present and voting.4) A timekeeper shall be appointed by the Chair of the meeting.5) In debate members must limit their remarks to the merits of a question. 6) All questions of order or appeal shall be decided by a majority voice or standing vote of Representatives present and voting.7) In the event a designated Representative is unable to attend the Annual Meeting, the institution may delegate the authority to an Individual Member from the same institution in accordance with Article III, Section 2.A.6.i . The alternate must be an APTA member within the institution in accordance with Article III, Section 1.A.2 for being a Representative established by the ACAPT.8) Representatives must register no later than 1 week prior to the Annual Meeting in order to establish if a quorum is present. Staff will issue each designated Representative the appropriate voting mechanism for the Annual Meeting. | ***Amendment:****Text will be placed in the meeting rules to be adopted at the meeting.* |

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| ***Current Language:****Article V, Section 2:*Section 2: QualificationsOnly the Representatives of Member Institutions are eligible to serve on the Board of Directors. | ***Amendment:****Article V, Section 2:*Section 2: EligibilityOnly the Representatives of Member Institutions are eligible to serve on the Board of Directors. |

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| ***Current Language:****Article V, Section 3.A.4:**New language* | ***Amendment****Article V, Section 3.A.4:*The President shall perform all other duties assigned to them by the Board of Directors. |

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| ***Current Language:****Article V, Section 3.B.4:**New language* | ***Amendment****Article V, Section 3.B.4:*The Vice President shall perform all other duties regularly expected of such office and those assigned to by the Board of Directors or the President. |

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| ***Current Language:****Article V, Section 3.C.4:**New language* | ***Amendment****Article V, Section 3.C.4:*The Secretary shall, in general, perform all of the duties customary to the office of Secretary and such other duties as may from time to time be assigned by the President or the Board of Directors.  |

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| ***Current Language:****Article V, Section 3.D.4:**New language* | ***Amendment****Article V, Section 3.D.4:*The Treasurer shall, in general, perform all of the duties customary to the office of Treasurer and such other duties as may from time to time be assigned by the President or the Board of Directors. |

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| ***Current Language:****Article V, Section 5.A.5:*Be responsible for the creation of and facilitation of activities of consortia as it deems necessary. | ***Amendment:****Article V, Section 5.A.5:**Remove and renumber* |

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| ***Current Language:****Article VI, Section 2.B.:*Members shall serve a three year term or until their successors are elected. The term of one member shall expire each year. No member shall be elected to successive complete terms. | ***Amendment:****Article VI, Section 2.B.:*Members of the Nominating Committeeshall serve a three year term or until their successors are elected. The term of one member shall expire each year. No member shall be elected to successive complete terms. |

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| ***Current Language:****Article VI, Section 3.B.:*Each member other than the Vice-President shall serve a three year term with at least one new member appointed no later than November 1 of each year. | ***Amendment:****Article VI, Section 3.B.:*Members of the Reference Committeeother than the Vice-President shall serve a three year term with at least one new member appointed no later than November 1 of each year. |

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| ***Current Language:****Article XI*The rules contained in the current edition of *Robert’s Rules of Order Newly Revised* govern ACAPT in all cases to which such rules are applicable and in which such rules are consistent with these Bylaws and any special rules of order adopted by ACAPT. | ***Amendment:****Article XI*The rules contained in the twelfth edition of *Robert’s Rules of Order Newly Revised* govern ACAPT in all cases to which such rules are applicable and in which such rules are consistent with these Bylaws and any special rules of order adopted by ACAPT. |

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| ***Current Language:****Article XII., Section A & B:*A. 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.B. Notification of a proposed amendment shall be given to the Member Institutions at least 30 days prior to the annual meeting. | ***Amendment:****Article XII., Section A & B:*A. The Bylaws may be amended at any business meetingof ACAPT at which there is a quorum present by two-thirds of those present and voting.B. Notification of a proposed amendment shall be given to the Member Institutions at least 30 days prior to the business meeting. |