Bylaws Changes
2014

Article III-Membership
A. Eligibility
   Any individual interested in the mission and purposes of the association shall be eligible for membership.

B. Classification of Members
   The Association shall consist of four (4) classes of membership:
   1. Individual
   2. Educational Institutions
   3. National Affiliate Organizations
   4. Corporate

C. Individual Membership
   1. Professional Membership
      Individuals actively employed in or concerned with career and technical education.
      a. Professional members in unified state associations are required to hold state and ACTE membership simultaneously.
   2. Retired Membership
      a. Individuals who are retired from active employment in career and technical education and have been an ACTE member for at least one (1) year.
      b. Retired members cannot be employed either full or part time.
      c. Retired members must notify ACTE should they regain employment and renew at the Professional Membership rate.
3. **Life Membership**
   Individuals who, as of January 1, 2006, are life members of the association will be recognized as either professional or retired members with all rights and privileges accorded to that member classification, but with no obligations to pay dues.

4. **Student Membership**
   Individuals who are enrolled as full-time students preparing to become career and technical educators and who are not employed full time in the education system as a teacher, counselor or administrator.

5. **International Membership**
   Individuals concerned with career and technical education who reside outside of the United States, its territories and protectorates and who are in a country that is not part of an ACTE region.

D. **Educational Institution Membership**
   1. Any school district, technical and career center, curriculum center, community college or university.
   2. If an employee or other representative of an educational institution is recognized as an individual member of ACTE by virtue of an Educational Institution Membership, he or she must pay to the state association dues for that state in which that individual resides where such affiliated state association requires concurrent membership in ACTE.

E. **National Affiliate Organization Membership**
   1. Any national not-for-profit organization that has a professional interest in activities that foster the improvement and expansion of career and technical education.
   2. The Organization’s purpose and actions shall not be in conflict with ACTE policies.
   3. If a member or other representative of a national affiliate organization is recognized as an individual member of ACTE by virtue of a National Affiliate Organization Membership, he or she must pay to the state association dues for that state in which that individual resides where such affiliated state association requires concurrent membership in ACTE.

F. **Associate Corporate Membership**
   1. Associate Corporate membership shall be available to corporations, owners, and persons representing business, industry, and the military.

G. **Voting and Holding Office**
   1. Except as provided in Article V(A)(3)(f), individuals from the following membership classifications shall be considered eligible for voting and serving as committee members or members of the Assembly of Delegates:
      a. Individual Professional and Retired Members
      b. Educational Institution Members
      c. National Affiliate Organizations
   2. Individual Professional Members may serve as officers of the association.
   3. The Board of Directors shall determine policies and procedures for the determination of voting eligibility.
H. Membership Year
Membership shall begin with receipt of dues at the ACTE office and extend for one year (twelve months).

I. Dues Setting Authority
Effective FY10, dues for all classification of members will be set by the Board of Directors.

Rationale:
This amendment removes confusion regarding the Associate membership. Businesses and other potential members do not understand that the category refers to them. It is recommended that this category be changed from Associate to Corporate membership to better reflect the identity of its members.

Pro:
Changing the name of this category to Corporate will assist ACTE in its marketing of membership to businesses. Corporate membership is a concept that many businesses already understand, whereas Associate membership is not as clear. Ideally this shift in the name of the category would help ACTE’s staff in their membership efforts for these groups.

Con:
Current Associate members may be confused by the name change from Associate to Corporate.

Article IV—Organizational Structure

B. Divisions

1. Each division shall elect a vice president from the membership of the division. The term of office shall be three years. Vice presidents from divisions with 750 members or more shall serve on the ACTE Board of Directors. The ACTE Board of Directors shall establish a system for sequencing the term of office of divisional vice presidents.

2. Each division shall have a policy committee to plan and implement a strategic plan for the division and assist in the implementation of the ACTE strategic plan.

3. The operating policies of the divisions shall conform to policies approved by the ACTE Board of Directors and the ACTE Bylaws.

4. The divisions shall organize to provide services to members at all instructional levels. Divisions may establish special interest groups that reflect the profile of the Division members.

5. Divisions must maintain 200-750 members by June 30 each year. Divisions whose membership drops below this level shall be permitted two years beyond the fiscal year in which the membership dropped below the minimum required level to regain the
minimum membership requirement before losing divisional status. Any division failing to meet these requirements may become a section of the New and Related Services Division.

6. Each division is encouraged to have a committee to serve in an advisory capacity to the vice president representing the division on the Board of Directors.

7. When a section in the division of New and Related Services meets the following criteria, the New and Related Services Division may submit to the executive director a request for the section to become a division.
   a. The interest of the section is clearly defined as being directly involved in or closely related to career and technical education.
   b. The section represents an interest that is national in scope.
   c. The section cannot be identified in an existing division and/or is not currently served by an existing division.
   d. The section is organized in the interest of expanding and improving career and technical education.
   e. The section can identify at least 200-750 ACTE members eligible to vote who have declared affiliation with the section.

Rationale:
In December 2006 the ACTE Assembly of Delegates amended the Bylaws Article IV.5 to allow for the creation of Divisions with a minimum of 200 members. This change was a part of the efforts of the Reorganization Committee which believed that ACTE needed to have more divisions to increase membership.

With the changes to the bylaws, ACTE had the potential of having any number of divisions (although without representation on the Board; 750 members are required for a Board seat). As a result of this change to the Bylaws, during the March 2007 Board meeting, the ACTE Board reviewed a proposal to change the ACTE Policy and Procedures Manual to service the “emerging” divisions, those with membership between 200-749 members.

The emerging division model has not increased membership as originally hoped. The emerging divisions that have existed have not been successful and have caused confusion amongst division leadership. In March 2014 the ACTE Board of Directors decided to remove the emerging division category in an effort to streamline ACTE’s structure and provide better service and clarification to ACTE’s members. Simplifying the structure also allows for the emerging divisions to receive representation and funding through the New and Related Services division, a benefit that they would not receive if they continued to be emerging divisions under the current model.

The June 30 deadline and probationary period still need to apply to the divisions, so it is recommended that the number of members be changed to 750.

Pro:
The current wording still allows for divisions to exist under 200 members. Since this model has not worked in practice, it needs to be amended so ACTE’s structure is reflective of reality. Sections under New and Related Services would include those groups with membership under 750.

Con:
In order for sections to become divisions, they will now need to reach the 750 member threshold. However, the sections do receive support from the New and Related Services division, whereas if they were their own emerging division under the current model (between 200-749 members), they would not receive Board representation or funding.

# Article VII—Election of Board of Directors

## A. Eligibility and Term of Office

The Board of Directors of the ACTE shall be elected from the Individual Professional, Life, Educational Institution and National Affiliate organization members of the association. They will be selected on the basis of demonstrated leadership in career and technical education. The president-elect shall serve a one-year term beginning July 1 following election and automatically ascend to president. Division Vice Presidents from divisions with 750 members or more and Region Vice Presidents will serve one three- (3) year term beginning on July 1 following their election. Regions and Divisions may choose to elect a vice president-elect for a one-year term who would then automatically ascend to vice-president. Vice president-elects will serve on their respective Region or Division policy committee, but do not serve on the ACTE Board of Directors.

## B. Process of Nomination

1. The procedure for selecting the nominees for each division and region vice president shall be determined by the policy committee for the respective bodies. At the business meeting of the division or region at the annual ACTE convention, at least two nominees for the office shall be presented to the members. Additional nominations may be made from the floor by members of the respective divisions or regions provided each nominee must be interviewed and approved by the division or region nominating committee and each nominee is approved by a majority of the members in attendance. If there are not two candidates for office, the office shall be declared vacant by the
2. The ACTE Nominating Committee shall present to the Assembly of Delegates at least two candidates for the office of president-elect. Additional nominations may be made from the floor providing each nominee has been interviewed and approved by the Nominating Committee and is approved by a majority of the delegates voting. If there are not two candidates for office, the office shall be declared vacant by the Board of Directors.

Rationale:
ACTE legal counsel pointed out that the Bylaws were misdrafted in regards to the running from the floor provision. Under the current framework, anyone who has been interviewed, regardless of whether the nominating committee deems them fit for the position, may run from the floor potentially be elected to office. It is recommended that the Bylaws be updated to clarify that an individual must be approved by the nominating committee to avoid the possibility of unqualified candidates from being elected.

Pro:
This amendment strengthens the role of the nominating committee. It also raises the quality of leaders that are eligible to be candidates for leadership positions.

Con:
Running from the floor will be eliminated.

Article VIII—Committees
1. The Board of Directors shall establish procedures for the creation and operation of standing committees and task force committees as it deems appropriate. The president shall recommend to the Board of Directors on a regular basis the creation, dissolution and consolidation of these bodies. All committee members shall be members of ACTE. Standing committees shall be composed of one representative from each established division with 1000 members or more and each region plus a chairperson.

2. A Bylaws Committee shall be appointed and shall be composed of one representative from each established division with 750 members or more and each region plus a chairperson. The Bylaws Committee shall review, and make recommendations concerning Bylaws, as outlined in Article X.

3. An Audit Review Committee shall be appointed and shall be composed of a representative from each region plus a chairperson. Appointed representatives shall have financial expertise or experience. The Finance Chair shall serve ex-officio on this committee. The Audit Review Committee shall review the audit of the accounts of the association made by a CPA for the fiscal year and report its findings to the Board of Directors and the Assembly of Delegates.

4. A Nominating Committee shall be appointed and shall be composed of one representative from each established division with 750 members or more and each region plus a chairperson. No member of the committee shall be a candidate for election. The Nominating Committee shall operate in conformance with the nomination and election procedures prescribed in these Bylaws.

Rationale:
The Assembly of Delegates changed the member threshold for Divisions that receive a Board seat in 2011. The reference to the divisions in the Committee section was mistakenly not addressed at the same time. It is recommended that the reference to 1000 members be changed to 750 so that it matches the criteria established in the division section of the bylaws.

Pro:

The error needs to be corrected so ACTE’s committees function in line with the division structure.

Con:

None.