

# **MIDWEST ASSOCIATION OF COLLEGES AND EMPLOYERS**

## **BYLAWS**

September 8, 2016

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(As Revised September 8, 2016)

## **ARTICLE I**

### **NAME**

The name of the organization is “Midwest Association of Colleges and Employers” which may be hereinafter referred to as Midwest ACE.

## **ARTICLE II**

### **MISSION**

The Midwest Association of Colleges and Employers advances the professional development of its members by connecting collegiate career services and employer recruiters/staffing professionals, cultivating best practices, and sharing knowledge.

Midwest ACE shares its mission in collaborative agreement with the other professional organizations which are the National Association of Colleges and Employers, which may be hereinafter referred to as NACE, and the Eastern, the Southern, and the Mountain Pacific Associations of Colleges and Employers. Midwest ACE cooperates with and supports the collaborative agreement as consistent with the policies and interests of Midwest ACE.

## **ARTICLE III**

### **HISTORY**

Midwest ACE, until 1995 known as the Midwest College Placement Association (MCPA), was organized in June 1949 by Wendel W. Burton, 3M Company; F. Lynn Cason, Purdue University; H.S. Dawson, University of Illinois; H.G. Goehring, University of Wisconsin; L.R. Hillyard, Iowa State College; and John E. Steele, Indiana University, who are designated as Founders.

The first meeting of active members was held in May 1950 on the campus of Purdue University, with 31 college placement officers attending. Mr. Cason was the first MCPA President. The first Annual Meeting was held in Detroit in September 1950 and was attended by 185 members.

## **ARTICLE IV**

### **MEMBERSHIP**

Membership of Midwest ACE includes both Voting and Non-voting Members. Membership categories are defined below.

SECTION 1. **Code of Ethics.** Members must conform to the NACE Principles for Professional Practice.

SECTION 2. **Voting Members.** Voting Members of Midwest ACE fall within the College, Employer, and Affiliate classes as outlined below. All Voting Members may chair committees and may hold elected office.

- A. COLLEGE MEMBERS AND COLLEGE GROUP MEMBERS are persons engaged in providing career services at any institution of higher education, with the following stipulations:
1. The institution is located in the Midwest ACE geographical area consisting of the states of Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota and Wisconsin.
  2. The institution is accredited by the North Central Association of Colleges and Secondary Schools, the Commission on Institutions of Higher Education, or a comparable regional accrediting association. Employees of four-year and two- year degree-granting institutions of higher education that are officially approved “Candidates for Membership” in regional accrediting associations may also become members upon verification of this status.
  3. College memberships with voting privileges may be granted to career services representatives from institutions located outside the regional boundaries of Midwest ACE provided:
    - a. Their institutions meet the stipulations set forth in Section 2.A.2 above.
    - b. They are members in good standing of their regional association.
- B. EMPLOYER MEMBERS AND EMPLOYER GROUP MEMBERS are persons engaged in recruitment of personnel from accredited institutions (see Section 2.A.2) of higher education, with the following stipulations:
1. Their organizations recruit from institutions within the Midwest ACE geographical area.
  2. They are representatives of an organization directly engaged in recruitment of college students or graduates for employment.
- C. AFFILIATE MEMBERS are persons who provide a service to the career services and/or college relations/recruiting functions but not as College or Employer Members.
1. Affiliate Members must be approved by the Executive Board.
  2. The dues of Affiliate Members are the same as those of College and Employer Members.
  3. For the purposes of voting, chairing committees, and holding elected office, the Executive Board will assign Affiliate Members to either the College or Employer Member Class. The Executive Board will consider the Member’s professional history and qualifications among its criteria for making the assignment.

SECTION 3. **Non-voting Memberships.** Non-voting Membership status may be granted by the Executive Board. The following categories of Non-voting Memberships have been established:

- A. HONORARY MEMBERS are former members of Midwest ACE or any person who has made a notable contribution in the field of college recruitment or career services, or to Midwest ACE. They must have one year of retirement to be eligible for this membership status. They may be recommended for honorary membership by the leader responsible for the awards process to the Executive Board, subject to election by a two-thirds majority of the Executive Board. Such recognition will be formalized by the issuance of a certificate.
  - 1. Honorary Members have full membership privileges, except those of holding office and voting.
  - 2. Honorary Members pay no dues and are eligible for the member conference rate.
  - 3. The Executive Board reserves the right to suspend honorary status should the member re-enter the workforce as a dues paying member in the career services or recruiting profession.
  
- B. STUDENT MEMBERS are college or university students pursuing careers in career services or college relations/recruitment and who are currently enrolled in a significantly related course of study. Moreover,
  - 1. The student's current college or university must be accredited by the North Central Association of Colleges and Secondary Schools, the Commission on Institutions of Higher Education, or comparable regional accrediting association.
  - 2. Student membership is not available to those who would qualify for membership under the College, Employer, or Affiliate Member categories. Six months after completion of degree or upon employment in the field, if sooner, student membership eligibility ends.
  - 3. Student Members are invited to attend conferences and workshops and to serve on Committees, but do not vote at business meetings and may not hold an elected position.
  - 4. Student membership dues are at a reduced rate, determined by the Executive Board.

SECTION 4. **Membership Decisions.** The Executive Board acts on all applications for membership from persons who do not clearly meet the specific requirements for membership. The decision of the Board is final.

SECTION 5. **Member Discipline.** Membership in Midwest ACE is expressly conditioned upon compliance with the mission of Midwest ACE as set forth in its Bylaws.

- A. Any Member who fails to comply strictly with the mission of Midwest ACE or the guidelines and procedures contained in the approved statement of the NACE Principles for Professional Practice may be placed on probation, suspended from membership, or excluded from membership.

**SECTION 6. Membership in Midwest ACE may be transferred from one individual to another individual within the same organization.**

**ARTICLE V**

**DUES**

**SECTION 1. Dues Established.** Annual membership dues are:

- A. Set forth by a majority vote of the Executive Board.
- B. Waived for Honorary Members.
- C. Discounted for Student Members.

**SECTION 2. Payment.**

- A. Dues are payable within 30 days of billing.
- B. If dues remain unpaid after 60 days of billing, membership will be summarily suspended.

**ARTICLE VI**

**OFFICERS**

**SECTION 1. Eligibility for Office.**

- A. To be eligible as a candidate for elected office a member must have served for at least one year in one or more of the following capacities: Committee Chair or Vice Chair (including the Conference Committee), or Task Force Chair or Vice Chair.
- B. Only Voting Members may be nominated to an elected office.
- C. When possible the President-Elect will be elected alternately from the College Membership and the Employer Membership.
- D. When possible, the Secretary; Director-Finance/Treasurer; and Director \_Professional Development will be elected alternately from the College Membership and the Employer Membership.

**SECTION 2. Terms of Office.**

- A. The terms of the President-Elect, President, and Past President are for one year and commence with the beginning of the fiscal year. These roles are consecutive and make up a three (3) year term of service on the Board.
- B. The terms of Director-Finance/Treasurer, Secretary, Director – College Membership, Director – Employer Membership, Director – Professional Development and Director – Advancement & Communications, are two years and commence with the beginning of the fiscal year.

**SECTION 3. Positions and Duties.**

**A. President:**

1. Administer business of Midwest ACE between regular and special meetings, exercising direction consistent with Bylaws
2. Preside at all Annual Meetings and other official business meetings of Midwest ACE
3. Serve as the chief executive officer of the Association and, as such, provides strategic and operational management to the Association for the term of his/her office
4. Appoint chairpersons of all standing and ad hoc committees with the advice of the incoming Board of Directors
5. Convene the Bylaws Task Force as needed
6. Work in tandem with and provide supervision for Executive Director
7. Serve as the Midwest ACE liaison to relevant professional associations (e.g., Regional ACE Presidents' Group, the National Association of Colleges and Employers (NACE) and the Society of Human Resource Management)
8. Represent the Association at appropriate meetings and conferences.
9. Create goals (in alignment with Executive Board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
10. Serve as liaison to Trends Conference Committee during term

**B. President-Elect:**

1. Perform duties of President in his/her absence, disability, or at President's request
2. Focus on preparing for his/her year as Association President
3. Oversee and be directly involved in Association strategic planning, conferences site selection, and By-Laws management
4. Represent the Association at appropriate meetings and conferences
5. Perform all duties of President in absence of or at request of President and serve as Acting President until the next election should President's office become vacant
6. Succeed to office of President after serving on Board of Directors for one year and will then succeed to Past President for one year
7. Create goals (in alignment with executive board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
8. Serve as liaison to Annual Conference Committee during term

**C. Director – College Membership:**

1. Represent the College members on Board of Directors
2. Serve as advisor to President on matters relating to interest of College members
3. Develop and offer value-added services to existing college members, identify ways to recruit new college members, and work with Director -Advancement & Communications to create a college-specific recruiting plan
4. Work together with Association Management firm to ensure a cohesive approach to management of association's total membership renewal/application process.

5. Create goals (in alignment with Executive Board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
6. Serve as liaison to College Groups, Professional Exchange, and Membership Committee (along with Director – Employer Membership)

**D. Director – Employer Membership:**

1. Represent Employer members on Board of Directors
2. Serve as advisor to President on matters relating to interest of Employer members
3. Develop and offer value-added services to existing employer members, identify ways to recruit new employer members, and work with Director – Advancement & Communications to create an employer-specific recruiting plan
4. Work together with Association Management firm to ensure a cohesive approach to management of association’s total membership renewal/application process
5. Create goals (in alignment with executive board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
6. Serve as liaison to Employer Group and Membership Committee (along with Director – College Membership)

**E. Director – Advancement & Communications**

1. Ensures the quality and content of external communications and services offered by the Association
2. Collaborates with committees to coordinate external communication and public relations efforts that include media relations with local and national reporters, Association marketing campaigns, and customer communications
3. Maintains programs that ensure a viable outreach to the professional association community through various means of Association communications, social media campaigns, marketing initiatives, and professional consulting services
4. Reviews and presents to Executive Board viable external partnerships; manages existing and new external partnerships
5. Works with committee chairs to create goals (in alignment with executive board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work in line with Association goals
6. Serve as liaison to Marketing and Communications Committee and Partnership Committee

**F. Director – Professional Development:**

1. Oversee the strategic planning of professional development activities
2. Develop annual plan for professional development activities as they relate to direction of board
3. Communicate plan to Professional Development Committee, Trends Conference Committee, and Annual Conference Committee
4. Work with Director – Advancement & Communications to develop and communicate an integrated communications plan based on and promoting professional development activities.

5. Identify and recommend workshop, orientation, and other educational and training programs and research activities to contribute to the professional development of membership and advancement of profession
6. Create goals (in alignment with Executive Board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
7. Serve as liaison to Professional Development Committee, \*Trends Conference Committee, \*Annual Conference Committee (\* along with the president/president-elect)

**G. Secretary:**

1. Partner with Association Management Company on minutes of all meetings of Board of Directors
2. Distribute minutes and perform other secretarial functions as designated by Board of Directors
3. Oversee annual awards process
4. Create goals (in alignment with Executive Board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
5. Serve as liaison to Experiential Education Committee

**H. Director – Finance/Treasurer:**

1. Serve as chairperson of the Finance Committee as needed
2. Supervise financial activities of Midwest ACE conferences
3. Authorize all expenditures and financial matters other than those of conference committees
4. Verify all financial reports
5. Ensure all fiscal operations for association are conducted legally and efficiently, documented accurately, and communicated to Board of Directors and membership appropriately
6. Work with President, Past President, President-Elect, and/or Executive Director to draft annual budget for Board to review and approve
7. Work with Board and Association Management Company to manage and process all deposits and withdrawals, accounts payable & accounts receivable, and Association investments
8. Work with Executive Director and/or Financial Manager in the submission of association financial records for an annual audit
9. Create goals (in alignment with Executive Board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals

**I. Past President:**

1. Serve as chairperson of Nomination and Election Committee
2. Serve as special consultant to President and Board of Directors
3. Direct resource/advisor to President, assisting him/her in transitioning effectively from president-elect to president
4. Create goals (in alignment with Executive Board goals) for each committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work in line with Association goals.
5. Serve as liaison to Nominations and Elections Committee, Hire Big 10+



Committee and Diversity Advancement Committee. In the event the Past President is not a Hire Big 10+ school the Executive Board shall appoint the liaison to that committee

6. Ensures that the diversity of the Midwest United States is well represented throughout the Association, and that educational, training and leadership programs are offered to the extent possible to enhance diversity representation.

Elected officers also serve as Board liaisons to Committees, as designated by the President.

## **ARTICLE VII**

### **OFFICER NOMINATIONS, ELECTIONS, AND RATIFICATION PROCEDURES**

SECTION 1. **Notice of Soliciting Nominations.** Before convening the Nominations and Elections Committee, the chair will contact all Members eligible to hold office on the Executive Board and request them to affirm their availability for nomination or withdraw their name from consideration.

SECTION 2. **Preparation of the Ballot.** The committee will make an exhaustive effort to prepare a ballot nominating two candidates for each office on the Executive Board. The committee will select nominees to the Executive Board from those eligible Members who have agreed to be considered for election.

SECTION 3. **Presentation of the Ballot.** The committee will present a ballot to the Executive Board. It will be distributed to eligible voters not later than April 15. Members must complete ballots by the designated date.

SECTION 4. **Winning Vote.** The nominee receiving the greatest number of votes for an office will be elected to that office. In case of a tie vote, the winner will be decided by lot.

SECTION 5. **Publication of Election Results.** Results of the election will be announced in the first issue of the Midwest ACE Newsletter published after the election.

SECTION 6. **Ballot Issues.** The Nomination and Election Committee will submit to the Voting Membership by email any proposal endorsed by the Executive Board for ratification or referendum to amend the Bylaws.

SECTION 7. **Failure to Assume Office.** When a candidate who has been elected cannot assume office, the Nominations and Elections Committee will recommend a replacement to the Executive Board. A majority of the Executive Board must approve the recommendation for the replacement to take office.

## **ARTICLE VIII**

### **EXECUTIVE BOARD**

SECTION 1. **Duties.** The purpose of the Executive Board is to manage the operations of Midwest ACE. The Executive Board consists of the following nine (9) officers: President; President-Elect; Past President; Director – College Membership; Director – Employer Membership; Director – Professional Development; Director – Advancement & Communications; Secretary; and Director-Finance/Treasurer. Each member of the Executive

Board has one vote.

SECTION 2. **Vacancies.** Should a position held by a member of the Executive Board, other than the presidency, be vacated, the Executive Board will appoint a replacement to fill the unexpired term of office. Should the office of President become vacant, the President-Elect will assume the duties of the President. In the event that the President-Elect cannot serve, the Director –College Membership will serve as President. In the event the Director-College Membership cannot serve the Executive Board will appoint an interim President.

SECTION 3. **Term Limit.** Executive Board members may be re-elected to one consecutive term in the same office.

SECTION 4. **Meetings.** The Executive Board will have a minimum of two meetings a year.

SECTION 5. **Quorum; Action.** A quorum of the Executive Board consists of five Voting Members, including the President or President-Elect. The vote of a simple majority of those voting at a meeting at which a quorum is present constitutes the action of the Executive Board.

SECTION 6. **Additional Powers.** No action of the Executive Board shall be valid unless taken at a meeting at which a quorum is present. An action of the Executive Board shall be valid without meeting if the action to be taken is set forth in writing and each director signs either before or after such meeting thereby giving consent. For purposes of this section, an email from a director sent from the director's email address is an acceptable form of written consent. Meetings may be by conference call or other electronic means.

SECTION 7. **Non-voting Ex Officio Members.** The Executive Board may appoint as ex officio (nonvoting) members such individuals as necessary for its management of the operations of Midwest ACE. These could include those performing essential administrative, fiscal and communication functions. The President is authorized to invite other persons to attend meetings of the Executive Board.

SECTION 8. **Audits/Financial Reviews.** The Executive Board, acting through the President, will arrange for audits or financial reviews of the financial records of Midwest ACE, consistent with appropriate legal and accounting standards.

SECTION 9. **Removal or Merging of Officer Roles.** In the event that it is determined an Executive Board role is no longer needed the board member in question and/or President can recommend the removal or merger of the role with another Executive Board role. The Executive Board will vote on the recommendations.

## **ARTICLE IX**

### **EXECUTIVE DIRECTOR**

**SECTION 1.** The Executive Director shall be appointed by the Board of Directors. The Executive Director is not required to be a member of the Association and will be compensated for his/her services by the Association in such a manner and in such amounts as the Board of Directors may determine.

**SECTION 2.** The Executive Director shall be responsible for the conduct, control and direction of the headquarters of the Association, performing duties as may be assigned by the Board of Directors and shall report to them. The Executive Director shall receive all monies paid or payable to the Association including membership dues and assessments and shall deposit the monies of the Association in such bank accounts, and may make disbursements therefrom for the Association purposes, and may

be authorized by the Board of Directors.

SECTION 3. A report of the financial statements and the receipts and disbursements of the Association shall be prepared annually by a certified public accountant engaged by the Board of Directors and at such other times that may be directed by the Board of Directors at the expense of the Association.

SECTION 4. All books, documents and papers of the Association shall be in the custody and control of the Executive Director.

## **ARTICLE X**

### **EMPLOYER GROUPS**

SECTION 1. **Purpose.** The Employer Group(s) will be formed to bring together employers. The purpose of the group(s) is to exchange ideas, experiences, and information.

SECTION 2. **Meetings.** The Director – Employer Membership will moderate meetings, which will be held at the annual meeting.

## **ARTICLE XI**

### **COLLEGE GROUPS**

SECTION 1. **Purpose.** The College Group(s) will be formed to identify and discuss the needs and problems relevant to their particular type of organization, i.e., centralized, business, engineering, liberal arts and sciences, and technical and community college.

SECTION 2. **Meetings.** The Director – College Membership will moderate meetings, which will be held at the annual meeting.

## **ARTICLE XII**

### **COLLEGE/EMPLOYER GROUPS**

SECTION 1. **Purpose.** Combined College and Employer Groups may be formed to recognize and bring together Members with shared constituencies and priorities.

SECTION 2. **Meetings.** The Director – Professional Development will moderate meetings, which will be held at the annual meeting.

## **ARTICLE XIII**

### **COMMITTEES**

SECTION 1. **Standing Committees.** The following Midwest ACE committees shall consist of elected officers or Members appointed as provided below. Committee membership concludes at the end of the fiscal year. Appointed members may serve successive terms.

- A. NOMINATION AND ELECTION COMMITTEE is composed of the Past President, who shall act as Chair, the President-Elect and three Members appointed by the President-Elect. The Committee administers:

1. The nomination and election of the President-Elect; the Director – College Membership; the Director – Employer Membership; the Director – Professional Development; the Director – Advancement & Communications; the Secretary; the Director – Finance/Treasurer.
2. Referenda voting processes.
3. Ratification processes.

**SECTION 2. Constituency-Based Committees.**

- A. Constituency-based Committees shall exist to carry out the business of the organization, to recruit and welcome new Members, to uphold the principles and standards of the profession and to advance the cause of career services and human resources.
- B. Membership in Constituency-based Committees is voluntary. Each Member has the option of annually selecting a committee or committees on which to serve. All Members, Voting or Non-voting, regardless of membership category, e.g., college, employer or affiliate, are eligible for committee membership.
- C. The Executive Board shall annually designate specific constituency-based committees to be formed in advance of the annual meeting. The committees formed should be related to the current and continuing needs of the organization and issues facing its members.
- D. The President and President-Elect shall select each committee's chair and vice chair, who in turn shall recruit their own Members from the membership. These chairs will meet together at appropriate times to coordinate the activities of their separate committees. The President or President-Elect will moderate these meetings.

**SECTION 3. Other Committees: Task Forces.** Other committees, including Task Forces, may be established by the President or the Executive Board as deemed necessary.

**ARTICLE XIV**

**AWARDS/GRANTS/SCHOLARSHIPS**

**SECTION 1. Midwest ACE Founders Distinguished Service Award.**

In honor of the six Founders of Midwest ACE (originally, Midwest College Placement Association), a special recognition award called the "Midwest ACE Founders Distinguished Service Award" will be given to former active Members (which includes current Honorary membership status) of the Association who have made a truly distinguished contribution to the Association and the profession. The Midwest ACE Founders Distinguished Service Award bears the names of the six Founders as well as the name of the recipient. Recommendations are made by the Honors and Recognition Committee to the Executive Board which determines the recipient of the award. Selection requires a two-thirds majority vote of the Board.

**SECTION 2. President's Award.**

To reward noteworthy contributions of Midwest ACE Members to the Association, a "President's Award" may be given from time to time. Recipients will be chosen by the current

President.

**SECTION 3. J. W. Paquette Superior Leadership Award.**

This award honors active Midwest ACE Members who have made a consistent and significant leadership contribution to the Association. Recommendations are made by the Honors and Recognition Committee to the Executive Board, which determines the recipients of the award.

**SECTION 4. John D. Shingleton Award for Innovation and Applied Research.**

Established in 1988, this award honors the singular contributions of John Shingleton to the Association. It recognizes the outstanding application of research that strengthens or enhances career services and recruitment practices. Recommendations are made by the Professional Development Committee to the Executive Board, which determines the recipient of the award.

**SECTION 5. Midwest ACE Diversity Advancement Founders Award.**

The Diversity Advancement Founders Award was established in 2004 in recognition and honor of the founding members of the MCPA Affirmative Action Committee (Thelma Cook, Linda Bates-Parker, Tony Proctor, Vance Shaw, and Mike Shin). These five (5) pioneers provided wisdom and perseverance in the quest to diversify our organization. This award honors their legacy and the continuation of this mission. The purpose of this award is to recognize outstanding contributions of Midwest ACE members who provide consistent and significant leadership related to issues of diversity. Recommendations are made by the Diversity Advancement Committee to the Executive Board, which determines the recipient of the award.

**SECTION 6. Gratitude Awards**

Awarded by the Honors and Recognition Committee. The award winners possess the following six core attributes: Teamwork, Leadership, Resourcefulness, Innovation, Attitude, and Focus.

Award Criteria:

High Five: The “entry-level” Gratitude Award category for members doing exemplary work beyond expected job requirements

Applause: Recipient of at least one High Five Award

Standing Ovation: Recipient of High Five Award, and at least one Applause award

Members who have received at least one High Five are eligible for consideration for the Applause and Standing Ovation recognition levels.

**SECTION 7. John Steele Grant**

This grant was established to recognize the contributions of John Steele, one of the founders of the association now known as Midwest ACE. It seeks to support and encourage research in career planning and college recruiting. Recommendations are made by the Professional Development Committee to the Executive Board, which determines the recipient of the award.

**SECTION 8. Diversity Advancement Scholarship**

The Diversity Advancement Scholarship is a scholarship opportunity for graduate students in Student Affairs, College Student Personnel, Higher Education, Human Resources or a related field. Recent graduates in their first year of employment in Career Services or Human Resources may also apply. The scholarship will allow the recipient to attend and present at the

Midwest ACE Annual Conference and report on their experience in the Midwest ACE bi-monthly, etc. Recipient also receives a complimentary year of membership, a monetary award and will serve as an active participant on the Diversity Advancement Committee for the fiscal year. Recommendations are made by the Diversity Advancement Committee to the Executive Board, which determines the recipient of the award.

**SECTION 9. Professional Development Scholarship**

The Professional Development scholarship was created to provide opportunities for Midwest ACE members to attend professional development activities they may not otherwise be able to attend. These activities include, but are not limited to: MBTI certificate program, NACE Management Leadership Training, Midwest ACE Conferences or other relevant professional development activities. Recommendations are made by the Professional Development Committee to the Executive Board, which determines the recipient of the award.

**ARTICLE XV**

**FISCAL YEAR**

The fiscal year runs from July 1 to June 30 for College, Employer, Affiliate and Student members.

**ARTICLE XVI**

**AMENDMENTS**

Any voting Member of Midwest ACE may propose a change in the Bylaws by submitting the proposal in writing to the President. The President will submit the proposal to the Executive Board for review and editing and approval.

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The above Bylaws as amended were adopted pursuant to the procedures required by Iowa Law and these Bylaws themselves, with final Executive Board endorsement being completed the 20<sup>th</sup> of July, 2015. Except where otherwise noted, the Bylaw amendments reflected herein became effective upon adoption.

- Approved: September 1970
- Amended: June 1971; October 1975; July 2, 1979; September 17, 1982; June 29, 1984; November 1, 1985; March 15, 1990; October 30, 1990; December 1, 1992; May 1995; August 2000
- December 2001 - Edited for consistency
- Amended: November 2002
- Amended: November 2004
- Amended: July 2006
- March 2008 - Edited for consistency
- Approved: March 14, 2008
- Amended: November 20, 2009
- Amended: August 2, 2010
- Approved: February 16, 2011
- Amended: March 8, 2011
- Amended: April 10, 2013
- Amended: January 10, 2014
- Amended: July 20, 2015
- Amended: July 27, 2016
- Amended: September 8, 2016