

## Summary of Changes to By-Laws Of Oakland University Administrative Professional Association

As of 3/18/2015

Below is a summary of significant proposed changes to the AP Association By-Laws. There are several proposed changes specific to language that are not represented, but can be reviewed in its entirety in the By-Laws document.

### **Article IV – Officers, Section 2, Part d**

The Treasurer shall prepare and submit to the Executive Committee an annual budget and an annual financial report. In addition, quarterly financial reports shall be prepared and submitted to the Executive Committee.

### **Article IV – Officers, Section 3, Part d**

Any Executive Committee member may be removed from office, with or without cause, upon an affirmative vote of two-thirds of the entire Executive Committee. A vote must be cast by every Executive Committee member.

### **Article VI – Elections, Section 6**

Responsibility for conducting elections and announcing successful candidates rests with the Nominating Committee, which is chaired by the Past President. The Association-Past President with the approval of the Executive Committee will annually appoint the chair of the Nominating Committee. ~~The Nominating Committee's chair~~ will constitute a committee of no fewer than three-two current Association members to conduct the nominating and ballot counting functions of the committee.

No voting officers or members of the Executive Committee may be appointed to the Nominating Committee.

### **Article VII – Meetings, Section 2 (Executive Committee meetings):**

The Executive Committee shall ~~hold a meet at~~ regularly scheduled monthly meetings. Notice of all the dates and times of all regularly scheduled Executive Committee meetings shall be sent to Executive Committee members once each semester prior to the first meeting.

Special meetings of the Executive Committee shall be held at the request of the President or a majority of the Executive Committee. Notice of these special meetings shall be sent to Executive Committee members one day prior to the meeting and shall specifically announce the purpose, the place, the date, and the hour.

~~Membership shall be notified once each semester prior to the first meeting of the semester of the dates and time of all regularly scheduled Executive Committee meetings and one day prior to special meetings of meeting time and place.~~ All Executive Committee meetings are open to the general membership and the membership is to be so informed on a regular basis.

### **Article XII – Dissolution**

The AP Association may dissolve by a 2/3 affirmative vote. Notice of the proposed dissolution of the Association must be given at the previous regular meeting of the Association. Upon dissolution of the Association, any assets should be distributed to Oakland University's AP Assembly Bonus Award Fund.