

How to Propose a Constitutional or By-Law Amendment

1. Prior to the Annual General Meeting, any proposals for constitutional change or by-law change should be presented to the secretary in the following format:

Existing article in its current form

Proposed changes or *amendment in italics*, any removals are ~~struck through~~.

Rationale for the proposal

2. The secretary and/or executive board will review the proposal and return it for any corrections or changes it as necessary.

3. The final proposal that will be presented to the General Membership must be submitted to the secretary prior to the NISCA Meeting #2. The proposal can then be presented in the "New Business" section of NISCA Meeting #3 at the National Conference.

By-Law Amendment Proposal EXAMPLE

Current By-Law:

SECTION 2 Term of office:
a. Committee Chairs shall hold office for one (1) year.

Proposed Change:

SECTION 2 Term of office:
a. Committee Chairs shall hold office for ~~one (1) year~~ *two(2) years*.

Rational:

Committee chairs are an integral part of the organization and consistency throughout a presidential term is paramount to the smooth functioning of the organization.