



AZ ASSE

Executive Board – Position Description

Bylaws Committee / Chairperson

- 1) Service.
 - a) Term is for one year, July 1 to June 30.
 - b) Multiple terms are allowed.
 - c) Chair may establish committee.
 - d) Position is appointed by President.
- 2) Purpose.
 - a) Recommends changes to Chapter Bylaws to reflect changes in chapter functions and/or to maintain compliance with the most current Model Chapter Bylaws.
- 3) Goals.
 - a) Communicate current Bylaw stipulations to the chapter members.
 - b) Serves as a resource to the Board when questions come up regarding Bylaws.
 - c) Assist Chapter Sections with Bylaw questions and revisions as needed.
 - d) Review changes to model bylaws and recommend amendments to Chapter to remain compliant.
 - e) Resubmit Reviewed Bylaws Biennially.
 - f) Review Chapter Bylaws annually.