

A Delegate's Guide to the
**2020 ASPE Business
Meeting**



In accordance with the ASPE Bylaws, each ASPE chapter is permitted a certain quantity of delegates (minimum of three) based on the number of members in good standing (excluding students) as of June 30 of the Convention year. Chapter delegates represent the chapters at the official ASPE Business Meeting.

For first-time delegates, knowing what's happening when and where can be confusing. This pamphlet explains much of the process. For more information or if you have additional questions, please contact Racquel Rodriguez-Guerrero at rrodriguez@aspe.org or Lisa Gonzalez at lgonzalez@aspe.org.

What Is Expected of a Delegate?

Chapter members elect delegates to be their voice at the ASPE Business Meeting. It is the delegates' responsibility to conduct the business of the Society as representatives of the members of their chapters. Their opinions and votes are a reflection and interpretation of their chapters' memberships. Delegates help determine the overall policy and direction of the Society by their decisions and votes at the ASPE Business Meeting.

Perhaps the most important vote concerns any ASPE Bylaws amendments that have been proposed. Any member may propose a Bylaws amendment no sooner than 120 days prior to the ASPE Business Meeting that occurs in the fall of even years. Delegates receive a copy of all proposed Bylaw amendments approximately 45 days prior to the Business Meeting. Three-quarters of the attending delegates must vote yes for an amendment to pass.

A second vital piece of business is to nominate and elect the ASPE Board of Directors. Every two years, all board positions are open for re-election. Any ASPE member meeting the Bylaw requirements for a board member may stand for nomination and, if approved, be considered for election to the board. Delegates vote for seven of the board positions on an at-large basis. That is, every delegate's vote is counted individually. For the five region director positions, the votes of all of a chapter's delegates are tallied such that the majority vote for that chapter counts as the chapter's single vote for their respective Region Director.

Delegates are involved in numerous other pieces of ASPE business. However, one major focus of the ASPE Business Meeting is the two-way communication between the delegates (representatives of the membership) and the leadership of the Society as represented by the ASPE Board of Directors.

Delegates are required to attend the entire ASPE Business Meeting to meet the obligations of being a delegate.

The 2020 Business Meeting starts on Saturday, September 12, at 9 a.m. and will run until 5 p.m. CDT. It will be held again on Sunday morning if needed. The first session includes Board of Directors annual reports, some committee reports, and possibly the discussion of Bylaws amendments.

Depending on the number to be discussed and expected controversy, the chair allocates a maximum amount of time for each Bylaws amendment.

This is also when the Board of Directors candidates are placed on an official ballot. The Nominating Committee chair presents the committee's selection and/or recommendation of individuals for office or enters all candidates' names received on the official ballot. At this time, the committee also accepts new candidates for office

from the delegate floor (subject to the requirements of the Bylaws).

Each board candidate is given an opportunity to address the delegates. (The time allotment is subject to the number of candidates.) After all of the candidates have spoken, the chair may, at his option, act as moderator and direct specific questions to the candidates.

At the end of the meeting, the delegates elect the 2020–2022 ASPE Board of Directors and conduct any remaining business.

Voting

It is at the chair's discretion as to how votes are tabulated.