# Membership Bylaws <br> of the <br> ASIAN NEUROPSYCHOLOGICAL ASSOCIATION 

## Article I: Name

The name of the organization shall be the Asian Neuropsychological Association, hereinafter referred to as "ANA" or the "Association."

The term Asian in this document will refer to individuals of Asian descent.

## Article II: Objectives

The mission of the ANA is to support the accessibility and provision of excellent, culturally sensitive neuropsychological services for all individuals of Asian descent. The ANA aims to achieve its mission through its dedication to the following goals:

1. Create a community for neuropsychologists of Asian descent, those working with individuals of Asian descent, and international colleagues who are providing neuropsychological services to Asian populations.
2. Foster a pipeline of neuropsychologists of Asian descent through mentoring and networking.
3. Enhance competency in neuropsychological services provided to persons of Asian descent worldwide through education, training, accessible resources, and research.
4. Facilitate global collaboration in research and clinical knowledge among neuropsychologists of Asian descent and professional colleagues with interests in cultural research pertinent to servicing populations of Asian descent.

## Article III: Membership

The membership of the ANA includes professionals and trainees who have clinical or research interests in neuropsychology with Asians and AsianAmericans. Such professionals include those with Ph.Ds, Ed.Ds., and Psy.Ds in psychology or a related field, a physician degree, or other graduate-level degrees with specialties in psychology, mental health, and/or the neurosciences. Trainees include those at the undergraduate, postbaccalaureate, graduate, intern, and fellowship level. All ANA members are subject to the bylaws herein.

Section 1. Classes of Membership
ANA is comprised of five types of membership, including Fellow, Professional, Associate, Trainee, and Affiliate. Criteria for each level of membership are outlined as follows:

- Fellow Members: A Fellow Member is a professional member who has been in good standing with the Association for at least five years and has made a significant contribution to the science and/or practice of neuropsychology as it relates to Asian and Asian-American interests. Such members are eligible for nomination to Fellow status by their peers. Fellows are recommended to the membership committee, which then acts on the recommendation with final approval from the executive committee.
- Professional Members: A Professional Member has completed a doctoral degree (or equivalent) in psychology or a related field (e.g., cognitive neuroscience) or a physician degree with a specialization in neurobehavior or behavioral neurology or related fields. All degrees must come from an accredited university or medical school. Any application that does not abide by these guidelines will be evaluated on a case by case basis. (For example, international members who may not be able to complete a doctoral degree and/or postdoctoral fellowship in neuropsychology.)
- Associate Members: An Associate Member is a member who is interested in neuropsychological issues pertaining to Asian and AsianAmericans and who holds a terminal master's degree in psychology or related discipline (e.g., LMFT, Cognitive Neuroscience) or who otherwise cannot obtain a license for independent practice.
- Trainee Members: A Trainee Member is a trainee at the undergraduate, graduate, intern/resident, or postdoctoral level working towards a graduate degree in psychology or medical degree from an accredited
university or a postbaccalaureate working towards acceptance into a graduate training program in psychology.
- Affiliate Members: An Affiliate Member is a member who, for whatever reason, is ineligible for other levels of membership yet is still interested in the Association and its mission statement. These individuals do not need to have any formal training in psychology or a related field.

Section 2. Rights of Membership
Fellow, Professional, Associate and Trainee members have full voting privileges and may be members of committees. Fellow and Professional members, and the trainee representative, may hold elected office as part of the Executive Committee.

Trainee members are eligible to remain as Trainee members up until they graduate from a doctoral program and complete postdoctoral training. Trainees who have matriculated from their postdoctoral fellowship program are eligible to be upgraded to Professional members. Trainees classified as doctoral trainees, interns/residents, or postdoctoral fellows are eligible to be Chair of the Trainee Committee and Trainee Representative on the Executive Committee and can be members of other committees. In general, postdoctoral fellows should not chair committees that require considerable experience and coordination (i.e., Membership, Media, Resource, Advocacy, Education), although, in rare circumstances, a fellow may be considered on a case-bycase and as-needed basis with approval from the Executive Committee.

Affiliate members may not have voting privileges or hold elected office. They may be members of committees as long as there are no conflicts of interest.

## Section 3. Election to Membership

Interested applicants will complete a membership application along with any additional information requested by the Membership Committee. The Membership Committee will review each application and determine eligibility (based on the criteria in Section 1. Classes of Membership) or membership in the ANA. Eligibility is determined by the type of membership the member is suitable for, as well as ensuring that the member is in good standing within their profession. When there is disagreement, an affirmative vote by the majority of the Membership Committee will determine admittance. In the event of an application is not approved, the candidate may submit in writing a
request for reconsideration with additional information. This request will be submitted to the Membership Committee, who will forward it to the Executive Committee with a summary of issues and concerns. The Executive Committee retains the right to issue decisions on all matters pertaining to membership, including applications, applications not approved, and petitions. Membership status will be effective upon receipt of appropriate dues.

## Section 4. Renewal of Membership

Yearly renewal of membership by the Membership Committee will be required except when otherwise directed by the Executive Committee for one of the conditions stipulated under the following section (Expulsion from Membership). Trainee members who are eligible for Professional membership will make this transition upon renewing their membership that year.

## Section 5. Expulsion from Membership

Any member of the Association may lose their membership status due to any one of the conditions outlined below:

1. Any violation of the American Psychological Association's ethical standards of psychologists.
2. Any violation of professional/ethical standards established by a professional organization of the member's country of residence.
3. Exhibiting conduct which in any way injures the Association or adversely affects its reputation or which is contrary or destructive to the objectives of ANA.

Charges of possible violations will be reviewed by the Membership and Executive Committees only if such charges are formally submitted in writing to one of the members of the Executive Committee. The Membership and Executive Committees will then internally review these charges. The Membership Committee will confidentially investigate the validity of the charges. The charged member will be allowed the opportunity to discuss the charges with the Executive Committee prior to any final decisions regarding expulsion. The Executive Committee determines all final decisions via internal vote. If a member of the Executive Committee is under investigation, they are not allowed to vote regarding their possible termination.

## Section 6. Resignation from Membership

Members may resign from membership status at any level by non payment of dues.

## Section 7. Reinstatement

Members who are not in good standing due to resignation will be eligible for reinstatement upon written request to the Membership Committee. All final decisions are subject to review by the Executive Committee.

## Article IV: Voting Privileges

Each qualified voting member in good standing (i.e., Fellow, Professional, Associate, and Trainee members) shall be entitled to one vote on each matter submitted to a vote of the members. A member may vote by proxy executed by write-in vote executed by the member or their duly authorized attorney in fact or in person. No proxy shall be valid after three months from the date of this execution unless otherwise provided in the proxy.

## Article V: Dues \& Finances

## Section 1. Annual Dues

The dues will be required from each member of the ANA in an amount to be set by the membership during the annual business meeting. The revenues from such dues are to be used to support all legitimate business expenses of the organization necessary for its efficient operation. The fiscal year of the Association will be from January $1^{\text {st }}$ through December $31^{\text {st }}$.

## Section 2. Dues Statements

The Treasurer of the Executive Committee will make public the annual accounting of ANA finances during the official annual meeting at INS. Dues will be determined by the Executive Committee and will be publicly made available. Any increase in dues must be passed by 3/5ths votes of the Executive Committee. The treasurer is responsible for billing each member by mail or email for forthcoming annual dues.

Section 3. Dissolution

In the event that the Association is dissolved, any remaining funds are to be dispersed to a cause/organization that promotes the specific objectives of the Association as voted by the majority of the membership and ratified by the Executive Committee at the time of dissolution.

## Article VI: Executive Committee

## Section 1. Officers

The Officers include the President, President-Elect, Immediate PastPresident, Secretary, Treasurer, Treasurer-Elect, two Members-At-Large, and Trainee Representative.

- The duration of office terms will be two years, except for the PresidentElect, Immediate Past-President, and Treasurer-Elect, which will be oneyear terms.
- As the President-Elect and Past-President are one-year positions, by design, they will alternate each year, such that the President will matriculate to the Past-President position upon completion of their twoyear service, and a President-Elect will take up their position the following year. The Treasurer-Elect will matriculate to the Treasurer position after the one-year term.
- The Secretary, Treasurer, and Members-At-Large may serve on the Executive Committee for up to two consecutive terms in one of these three positions if reelected by members of the Association (i.e., four years).
- Once a Secretary, Treasurer, or Member-At-Large complete their terms, they may not run for any position on the Executive Committee for a minimum of two years, with the exception of the President-Elect position. These officers are eligible to run for President-Elect at any point in their service on the Executive Committee, including during their second term.
- Members who have served as President may not run for President again.
- Once an officer concludes their tenure as Past-President, they may not run for any position on the Executive Committee for a minimum of two years.
- Except for the Secretary who may fulfill the duties of Treasurer, no person may hold more than one office at the same time.
- The President-Elect will, unless otherwise decided by the Executive Committee and/or members, automatically subsume the position of President. Likewise, the President will take office as the Past-President once the two-year term has been completed.
- If the President can no longer fulfill their duties, then the President-Elect will automatically assume the role of President. The Association will immediately hold a special election for the next President-Elect.
- If there is no President-Elect, then the Past-President will step in as Interim President. The Association will immediately hold a special election for a new President.
- If there is no President, Past-President, or President-Elect available, then other members of the Executive Committee will assume the role of Interim President in the following order: Secretary, Treasurer, Member-at-Large, Treasurer-Elect (in order of seniority based on year of election, and if not applicable, in order of seniority based on year of ANA membership). Special elections for new officers will immediately be held.
- The Secretary may fulfill the duties of the Treasurer.
- The Trainee Representative has full voting power.
- Executive Committee officers may not concurrently chair other ANA committees, with the exception of the Trainee Representative who chairs the Trainee Committee.
- All Executive Committee officers are expected to attend executive meetings on a regular basis. If the Executive Committee determines that officers are unable to perform their duties, the Executive Committee has the authority to remove the officer by majority Executive Committee vote.


## Section 2. Governance

The ANA will be governed by the Executive Committee comprised of the above mentioned elected officers (Section 1 of Article VI). The Executive Committee will be responsible for representing the ANA to external persons and institutions and for conducting the business of the organization during the period of time between annual meetings. The Executive Committee may seek nominations and internally select appointments for the chairs of the ANA Standing Committees. The Executive Committee will be jointly responsible to the membership for the conduct of the organization's affairs and will make an annual report to the membership during the annual business meeting. The Executive Committee will review and, if necessary, update the mission statement and by-laws whenever a new President-Elect takes over as President.

## Section 3. Election of Officers

Members of the Association may nominate prospective officers for the Executive Committee. Self-nominations will be accepted. Nominations may
occur within the timeframe requested by the Membership Committee (Call for Nominations) via email or in writing (addressed to Membership Committee). Officers shall be elected by majority vote from eligible members of the Association. Voting may occur via email ballot conducted by the Membership Committee.

In the event that there is a tie for any election, a run-off election between the tied candidates will be held. All members of committees (e.g., Executive, Trainee, Membership, Research, Education, Advocacy, Media) are the only eligible voters for any run-off elections. Should the run-off election end in a tie, then the Executive Committee only will vote, with all seven members expected to determine the winning candidate.

## Section 4. Qualification for Officers

All Officers must be Professional members of the Association in good standing for at least two years, except the Trainee Representative.

## Section 5. Duties of Officers

Officers of the Association will conduct their assigned duties as outlined below.

- President: The President is the chief executive officer and, with the continued approval of the Executive Committee, will oversee all business and affairs of the Association. The President has the authority to sign, with the President-Elect, Secretary, Treasurer, Member-at-Large, or any other appropriate officer of the Association thereunto authorized by the Executive Committee, any deeds, mortgages, bonds, contracts or other instruments that the Executive Committee has authorized to be executed. The President shall be a Member Ex-Officio of all committees and a voting member of the Executive Committee. The President serves as the official liaison to other neuropsychological and professional organizations unless otherwise appointed by the President. The President will assume the 1-year term as Past President upon completion of their term.
- President-Elect: The President-Elect is expected to take on the position and duties of the President upon completion of the President's term. The

President-Elect is expected to assist with all the duties of the President and will assume all of the duties of the President in their temporary absence or unavailability. The President-Elect may also take the office of President in the event that the President cannot fulfill the duties of their office for the remaining term of office. In such case, a suitable replacement for the position of President-Elect will be elected by the Association through a special election. The President-Elect shall be a voting member of the Executive Committee. This is a one-year position and so the Association will not always have a President-Elect.

- Treasurer: The Treasurer shall be responsible for the funds of the Association and for filing taxes and other financial matters, including delegating responsibilities to a qualified professional. They shall maintain an accurate account of these funds and accurate records of any financial transactions and status of the Association. Financial status and record of any and all financial transactions shall be made available to the Executive Committee at any time and shall be reported to members during the official annual business meeting of the Association. Financial status and recorded transactions shall also be made available within a reasonable amount of time to any member of the Association who makes such request in writing to the Executive Committee. The Treasurer shall be a voting member of the Executive Committee. A second designee to access the bank funds will be the President-Elect (or President in the absence of a President-Elect). Upon the election of the new PresidentElect, they will become the secondary signatory for the accounts.
- Treasurer-Elect: The Treasurer-Elect shall, together with the Treasurer, manage the funds of the Association and be jointly responsible for filing taxes and other financial matters, including delegating responsibilities to a qualified professional. Together, they shall maintain an accurate account of these funds and accurate records of any financial transactions and status of the Association; and report financial status and records of financial transactions to Executive Committee during the official annual business meeting of the Association. They shall be jointly responsible, with the treasurer, for filing state and federally mandated documents for the organization's non-profit status. Together, the Treasurer and Treasurer-Elect will ensure financial status and record of any and all financial transactions shall be made available to the Executive Committee at any time and to any member of the Association who makes such request in writing to the Executive Committee.

The Treasurer-Elect shall be a second designee to access the bank funds. In years where a Treasurer-Elect does not serve, the second designee to access bank funds will be the President-Elect (or President in the absence of a President-Elect). Upon election of the new PresidentElect, they will become the secondary signatory for the accounts. The Treasurer-Elect shall be a voting member of the Executive Committee. This is a one-year position and so the Association will not always have a Treasurer-Elect.

- Secretary: The Secretary shall keep a record of all proceedings of meetings of the Association and the Executive Committee. They shall provide summaries of all official meetings of the Association. Summaries shall be presented to the Executive Committee and disseminated to the Association. The Secretary is also responsible for safekeeping and transmitting all documents and papers which come to their possession. The Secretary, along with the President, shall have full access to the ANA Google Workspace. The Secretary may also perform the duties of the Treasurer in the absence of a Treasurer. The Secretary shall be a voting member of the Executive Committee.
- Past-President: The Past-President will be present at the meetings of the Executive Committee the year after they serve and will support the newly elected members of the Executive Committee. The Past-President shall be the person who served as President during the most recent election term and will be a voting member of the Executive Committee. This is a one-year position and so the Executive Committee will not always have a Past-President. In the event of a President being unable to complete their term and there is no President-Elect available, the immediate PastPresident will assume the responsibilities of the President until a new President has been elected in a special election.
- Member-at-Large: There will be two Member-at-Large positions with alternating start dates for their terms. They will assist in the general operation of the Association and its business and affairs with duties including, but not limited to, the coordination and execution of the activities of all Committees (e.g., Membership, Resource, Media, Advocacy, Education). This includes monthly check-ins with the committees. Members-At-Large also facilitates collaboration between committees and the Executive Committee to ensure appropriate dissemination of Association resources and communication about the standardization of procedures. Members-at-Large will serve as a liaison
to the general membership, both domestic and international. Ideally, one Member-at-Large position will be filled by an international member outside of North America (United States, Canada), but it is not required. Members-at-Large are voting members of the Executive Committee.
- Trainee Representative: The Trainee Representative serves as the chair of the ANA Trainee Committee and is responsible for the operation of the ANA Trainee Committee, which supports the mission and goals of ANA for trainees. The Trainee Representative is a voting member of the Executive Committee.

Section 6. Compensation

Officers of the Executive Committee or committee chairs/members do not receive compensation from ANA for their services. This does not preclude officers from the reimbursement for reasonable expenses incurred in performing their duties, pursuant to approval from the Executive Committee.

## Section 7. Conflict of Interests

No officer will deal with themselves or any other office in a manner that results in a conflict or potential conflict with the interests of ANA or the use of ANA resources. In such cases where such a conflict is unavoidable, officers will recuse themselves from voting or any discussions pertaining to the potential conflict. Conflict of interest statements from Executive Committee members, committee chairs, and task force chairs are to be gathered by the Secretary at the outset of the calendar year to be reviewed by the Executive Committee.

Section 8. Termination

Members of the Executive Committee may resign from their duties at any time during their service. Resignation may also be asked by another officer if there is reason to suspect violation of the conditions stipulated under Section 5 of Article III or when actions harm the Association. The official removal of any individual from the Executive Committee will require a 3/5ths or better majority vote from the combined members of the Executive Committee.

## Article VII: Meetings of the Association

## Section 1. Annual Business Meeting

The Executive Committee of the ANA shall be responsible for scheduling and conducting an annual business meeting. The annual business meeting may take place during the week of the annual meeting of the International Neuropsychological Society (INS), which is usually held in February. Alternative time and location of the annual business meeting can be determined at the discretion and a final vote of $3 / 5$ ths or better majority vote from the combined members of the Executive Committee.

## Section 2. Additional Meetings

Additional meetings and conferences may be scheduled each year at the discretion of the Executive Committee. The Executive Committee shall hold monthly meetings coinciding with the fiscal year that starts in January. Such meetings may be conducted via video/phone conference or in person. The presence of the majority of members of the Executive Committee will constitute a Quorum.

## Article VIII: Committees

## Section 1. Executive Committee

The Executive Committee, composed of elected officers, shall be the governing body of the Association. The elected Officers of this committee, terms, conditions, and responsibilities of such these Officers are stipulated in Sections 1-7 of Article VI (Executive Committee). Whenever possible, the membership of committees should reflect the diversity represented by the membership of the Association.

## Section 2. Advisory Committee

The Advisory Committee is composed of past voting members of the Executive Committee who remain in good standing, as well as additional individuals deemed valuable and necessary in advancing the ANA's Mission Statements. This committee has no official authority over the Executive Committee and strictly serves to provide advice and guidance as requested informally. The Advisory Committee has no chair or term limits and functions
on a strictly voluntary basis. Members of the Advisory Committee who are also Professional or Fellow members are eligible to vote for elections, and members may also serve on committees outside of the Executive Committee.

## Section 3. Standing Committees

The Officers of the Executive Committee will appoint chairs or co-chairs for each committee for two-year terms based on the committee's recommendation. Calls for nominations of committee and subcommittee chairs will be put out in the Fall quarter. Committee chairs will be appointed by the Executive Committee by the end of the Winter Quarter, with official turnovers to commence at the subsequent INS meeting. New committee chairs will be appointed by an internal vote within the Executive Committee when there are multiple applicants for a specific position. As outlined in Article III Section 2, in rare circumstances, post-doctoral trainee members are permitted to serve as committee chairs. Committee chairs may assume a twoyear advisor position for their committee upon completion of their term.

The respective committee chairs, in consultation with the Executive Committee, will determine additional membership for each committee on an as-needed basis. Any member of the Association in good standing can be a member of a standing or special committee. Committee membership terms will be for two years, and new committee members will sign an appointment letter upon their acceptance to a committee. Committees will conduct such business as is appropriate to their respective areas of responsibility, as determined by the Executive Committee, members of each individual committee, and/or the members of the Association. All action recommendations by committees are to be approved by the Executive Committee. Committee chairs are responsible for completing an Annual Reporting form at the end of each fiscal year. Members-At-Large have a unique role in overseeing the responsibilities of the committee chairs. The creation of permanent standing committees shall require an amendment of the Bylaws. The following shall be the standing committees of the Association:

1. Membership Committee: This committee shall examine applications and determine the eligibility of prospective ANA members. The Committee may conduct investigation for each applicant as it deems necessary or proper, including investigating any allegations of ethical misconduct. The Committee shall also review applications of ANA members who wish to apply for Fellow Member status and make recommendations to the

Executive Committee for approval of such members. The Committee will oversee the Nominations and Elections process and is also responsible for organizing socials and special events at conferences. The Committee will maintain a current member directory made available on the ANA website.
2. Resource Committee: This committee shall oversee the creation and distribution of relevant resources pertinent to advancing the practice and science of neuropsychology within the purview of the ANA. The Resource Committee has the authorization to form special interest groups (SIGs) based on language, cultural, and ethnic interests. Current SIGs include but are not limited to Chinese, South Asian, Korean, Japanese, Vietnamese, Filipino, and Thai. Each SIG should include at least one active member and appoint a SIG chair serving in this role for a 2-year term who regularly reports to the Resource Committee chair. The resource committee chair is responsible for delegating or executing the organization and maintenance of all electronic publications, tests, and datasets of the ANA.
3. Media Committee: This committee shall organize and maintain the electronic publications and communications of the ANA, including maintaining the website, newsletter, and all social media. The Media Committee is responsible for all public announcements and statements to the ANA outside of those deemed to be within the auspices of the other committees (e.g., statements from the Executive Committee). The Media Committee should have members who regularly oversee methods of social media communication, including Twitter, Facebook, and Instagram, as well as the ANA website and newsletter.
4. Advocacy Committee: This committee aims to advocate, collaborate, support, and educate Asian and Asian-American neuropsychologists, trainees, and others within the broader neuropsychology and public community. The committee will: 1. Promote local, state, and national legislation and policies to address injustices and disparities that impact neuropsychological healthcare and training/career needs for Asians and Asian Americans. 2. Collaborate with a larger multicultural coalition of neuropsychologists and trainees devoted to providing an active voice and united front to address racial inequities and disparities in neuropsychology. 3. Support, both actively and in spirit, those who are impacted by societal disparity and injustice within ANA and beyond. 4. Educate to increase multicultural competency among ANA members and the larger neuropsychology community.
5. Education Committee: The mission of this committee is 1 . Encourage Asian and Asian-American trainees to become board-certified
neuropsychologists and mentor members in achieving this process. 2. Teach neuropsychologists how to develop competency in assessing Asian clients and provide mentorship opportunities for increasing competencies related to working with Asian populations. The Education Committee is responsible for hosting webinars, workshops, and other events that fulfill these objectives.
6. Research Committee: The mission of this committee is (1) To promote Asian Psychologists/Neuropsychologists who are conducting research; (2) To disseminate research focusing on the Asian populations through social media and other professional platforms; (3) To facilitate research collaborations or networking within and between ANA and other neuropsychology organizations for greater synergy; and (4) To identify opportunities for trainee and early career ANA members to engage in research and receive research support
7. Trainee Committee: The purpose of the Trainee Committee is to create a central group led by trainees under the auspice of the larger ANA organization to increase trainee membership, participation, and collaboration; to keep ANA informed of trainee needs within ANA and the field of neuropsychology; and to create an interactive environment that enriches the relationship between trainees and current professionals. With this aim, the mission of the Trainee Committee is to: a) foster a community for neuropsychology trainees of Asian descent or trainees working with individuals of Asian descent; b) promote the professional development, cultural competency, and collaboration of ANA trainees; and c) enhance ANA's mission to ensure the accessibility and provision of excellent, culturally sensitive neuropsychological services for individuals of Asian descent with trainee-led initiatives. The Trainee Committee shall consist of the chair, up to seven additional members, and the immediate past chair serving as an advisor. Trainee Representative position in the Executive Committee will be the chair of the Trainee Committee. All committee initiatives and activities will be overseen by the Executive Committee. It is preferred that the Trainee Representative, who also serves as the Trainee Committee chair, shall have previously served as a committee member or on another ANA committee. All committee terms shall last two years, with calls for nominations commencing in the summer quarter and committee terms beginning on August $1^{\text {st }}$. The Trainee Committee chair term will begin in conjunction with the other Executive Committee terms, beginning at INS following elections. All decisions pertaining to the Trainee Committee's
structure and membership are contingent on final approval by the Executive Committee.

## Section 4. Special Committees and Task Forces

Ad hoc committees and task forces may be established by recommendation of the Executive Committee when deemed necessary. Such committees and task forces will be appointed on a time-limited basis to carry out specific tasks without requiring an amendment of the Association's Bylaws.

## Article VIII: Adoption of Bylaws and Amendments

## Section 1. Adoption of Bylaws

Upon initial adoption of the Bylaws by the Association Membership, the Secretary shall date and certify a copy of the Bylaws. These will be maintained in the official records of the Association. A copy of the Bylaws will be provided with any amendments to all Members of the Association present at the annual business meeting. The Bylaws may be sent in advance of the annual business meeting via electronic mail or postal service. These will also be provided to subsequent new Members of the Association. Bylaws will be reviewed and amended as necessary whenever a President-Elect takes over as President.

## Section 2. Amendments

Amendments to the Bylaws may be proposed by any member of the organization during the Association's annual business meeting or in writing to the Executive Committee. Before they can take effect, such proposed amendments will require ratification by $3 / 5$ ths of the Executive Committee.

