



EDUCATION COMMISSION OF THE STATES
822 Lincoln Tower, 1860 Lincoln Street
Denver, Colorado 80203 — 303 - 255-3631

August 13, 1968

Mr. Joseph L. Donovan
Secretary of State
State Capitol
St. Paul, Minnesota 55101

Dear Secretary Donovan:

Enclosed is a copy of the amended Bylaws of the Compact for Education (Education Commission of the States). The changes in bylaws were recommended by the Steering Committee at their meeting in March and were subsequently ratified by the full Commission at its annual meeting June 28.

Since the Compact law in your state does not specifically state with whom the bylaws, constitution, and amendments thereto should be filed, I would appreciate your passing them on to the proper agency if they are not to be public documents in your office. And, if your office is not the designated holder of such bylaws, would you let me know on the enclosed form, the name of the person and agency of your state's government who should receive them. *(Commissioner, Dept. Education, has copy)*

Thank you for your cooperation. If either the Commission or I can ever be of service, please do not hesitate to contact us.

Sincerely,

Wendell H. Pierce
Executive Director

WHP:kb

Enclosure

#29061

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
AUG 19 1968

James A. Johnson
Secretary of State

Acknowledged



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BYLAWS OF THE COMPACT FOR EDUCATION

as amended June 28, 1968

#20061 O.S.
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1. OFFICERS

(a) The officers of the Commission shall be a chairman, vice chairman, secretary and treasurer.

(b) The chairman shall preside at all meetings of the Commission and Steering Committee. Subject to any applicable provisions of the Compact and any directions or instructions given by the Commission or the Steering Committee, he may appoint the members of committees authorized by the Commission or the Steering Committee, and designate the chairman of any such committee.

(c) The vice chairman shall perform the duties of the chairman whenever the chairman is unable, by reason of illness, absence, or other disability to perform them.

(d) The secretary, who shall be the Executive Director of the Commission, shall keep the records of the Commission, and prepare and distribute minutes and summaries of meetings of the Commission, the Steering Committee and the Executive Committee.

(e) The treasurer shall have general responsibility for the funds of the Commission.

2. EXECUTIVE DIRECTOR AND STAFF

(a) The Steering Committee shall select and fix the salary of the Executive Director of the Commission, and he shall serve at its pleasure.

(b) The Executive Director, subject to the approval of the Steering Committee, may employ such staff as may be necessary to assist him in performing the work of the Commission.

(c) The Executive Director shall be in general administrative charge of the work of the Commission and shall exercise the authority and assume the responsibilities consistent therewith. He shall maintain all records of the Commission and its meetings, and shall prepare a draft of the annual report for consideration by the Steering Committee.

3. BUDGET AND FINANCE

(a) The Executive Director shall prepare a draft budget, from time to time, in order to meet the requirements of the Compact, and shall submit such draft for consideration by the Steering Committee.

(b) The Executive Director shall assist the Treasurer in the performance of his duties. Subject to the supervision of the Treasurer, the Executive Director shall receive and deposit funds in the name of the Commission. If authorized by the Treasurer, the Executive Director shall make final certification for payment of all duly authorized items of expenditure to be paid out of the funds of the Commission.

(c) The Steering Committee shall determine the amount of the bond to be required of the Executive Director and the Treasurer, and shall also designate which, if any, of the other employees of the Commission shall be bonded, and in what amounts.

4. STEERING COMMITTEE

(a) In the intervals between meetings of the Commission, and within the policy and directions of the Commission, the Steering Committee shall act for the Commission in all matters except those which may not be delegated by the Commission, but nothing contained herein shall be construed to limit the general administrative authority of the Executive Director.

(b) The Steering Committee shall meet in regular meeting at least four times annually, at times and places to be fixed by the Executive Committee. Within thirty days after the close of each such regular meeting, the date and place of the next regular meeting shall be fixed and noticed by mail to all members of the Steering Committee. The Chairman, upon at least 48 hours actual notice to the members, may call such special meetings as in his judgment are deemed necessary.

5. EXECUTIVE COMMITTEE

The Executive Committee shall be composed of the Chairman, Vice Chairman, and Treasurer of the Commission and four members of the Steering Committee broadly representative of the Commission to be selected by the Chairman. Except for such matters as may not be delegated by the Commission, the Executive Committee may give the Executive Director approval for such matters as would require the approval of the Commission or Steering Committee if either were meeting and provided further that any action of the Executive Committee shall be reported to and subject to ratification or disallowance at the next meeting of the Steering Committee.

6. MEETINGS OF THE COMMISSION

The regular meeting of the Commission shall be held during the second quarter of each year at a time and place determined by the Steering Committee. Such other meetings as may be required to transact the business of the Commission may be held on call of the Chairman or the Steering Committee. Every member of the Commission shall be notified of the time and place of each Commission meeting by mail at least sixty days in advance thereof. No business shall be in order at a meeting unless the requirement of notice has been met fully.

7. RECORD VOTE

A roll call vote must be taken at Steering Committee meetings upon demand of any member, and at Commission meetings upon demand of any fifteen voting members.

8. AMENDMENT

These bylaws or any portion thereof may be amended, revised or repealed at any meeting of the Commission, provided that a majority of the Steering Committee shall have acted affirmatively upon any such proposal and that notice in writing of the proposed amendment, revision or repeal shall have been mailed to each member of the Commission at least thirty days prior to the meeting, and that such notice shall contain a copy of the proposed amendment, revision or repeal, or upon application in writing containing a copy of the proposed amendment, revision or repeal endorsed by at least 15 members of the Commission and filed with the chairman at least 24 hours prior to the final business session of the Commission meeting.

9. PROCEDURE

Any manner of procedure not covered by these bylaws shall be governed by Roberts' Rules of Order.

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