

MIDWEST ASSOCIATION OF COLLEGES AND EMPLOYERS

BYLAWS

January 15, 2021

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(As Revised January 15, 2021)

ARTICLE I

NAME

The name of the organization is “Midwest Association of Colleges and Employers” which may be hereinafter referred to as Midwest ACE.

ARTICLE II

MISSION

The Midwest Association of Colleges and Employers advances the professional development of its members by connecting collegiate career services and employer recruiters/staffing professionals, cultivating best practices, and sharing knowledge.

Midwest ACE shares its mission in collaborative agreement with the other professional organizations which are the National Association of Colleges and Employers, which may be herein after referred to as NACE, and the Eastern, the Southern, and the Mountain Pacific Associations of Colleges and Employers. Midwest ACE cooperates with and supports the collaborative agreement as consistent with the policies and interests of Midwest ACE.

ARTICLE III

HISTORY

Midwest ACE, until 1995 known as the Midwest College Placement Association (MCPA), was organized in June 1949 by Wendel W. Burton, 3M Company; F. Lynn Cason, Purdue University; H.S. Dawson, University of Illinois; H.G. Goehring, University of Wisconsin; L.R. Hillyard, Iowa State College; and John E. Steele, Indiana University, who are designated as Founders.

The first meeting of active members was held in May 1950 on the campus of Purdue University, with 31 college placement officers attending. Mr. Cason was the first MCPA President. The first Annual Meeting was held in Detroit in September 1950 and was attended by 185 members.

ARTICLE IV

MEMBERSHIP

Membership of Midwest ACE includes both Voting and Non-voting Members. Membership categories are defined below.

SECTION 1. **Code of Ethics.** Members must conform to the NACE Principles for Professional Practice.

SECTION 2. **Voting Members.** Voting Members of Midwest ACE fall within the College, Employer, and Affiliate classes as outlined below. All Voting Members may chair committees and may hold elected office.

- A. COLLEGE MEMBERS AND COLLEGE GROUP MEMBERS are persons engaged in providing career services at any institution of higher education, with the following stipulations:
1. The institution is located in the Midwest ACE geographical area consisting of the states of Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota and Wisconsin.
 2. The institution is accredited by the North Central Association of Colleges and Secondary Schools, the Commission on Institutions of Higher Education, or a comparable regional accrediting association. Employees of four-year and two-year degree-granting institutions of higher education that are officially approved “Candidates for Membership” in regional accrediting associations may also become members upon verification of this status.
 3. College memberships with voting privileges may be granted to career services representatives from institutions located outside the regional boundaries of Midwest ACE provided:
 - a. Their institutions meet the stipulations set forth in Section 2.A.2 above.
 - b. They are members in good standing of their regional association.
- B. EMPLOYER MEMBERS AND EMPLOYER GROUP MEMBERS are persons engaged in recruitment of personnel from accredited institutions (see Section 2.A.2) of higher education, with the following stipulations:
1. Their organizations recruit from institutions within the Midwest ACE geographical area.
 2. They are representatives of an organization directly engaged in recruitment of college students or graduates for employment.
- C. STARTUP and STANDOUT MEMBERS are persons engaged in recruitment of personnel from accredited institutions (see Section 2.A.2) of higher education, with the following stipulations:
1. Their organizations qualify as a small business according to the U.S. Small Business Administration classification system: [U.S. Small Business Size Standards by Industry](#).
 2. Their organizations recruit from institutions within the Midwest ACE geographical area.

3. They are representatives of an organization directly engaged in recruitment of college students or graduates for employment.
4. Their organizations are not lapsed members, nor have previously been Midwest ACE members at the Startup and Standout rate.
5. The dues of Startup and Standout Members are the same as those of Student/Transitional Members.
6. Membership type valid for one year period, and not renewable at the same rate.

D. **AFFILIATE MEMBERS** are persons who provide a service to the career services and/or college relations/recruiting functions but not as College or Employer Members.

1. The dues of Affiliate Members are the same as those of College and Employer Members.
2. For the purposes of voting, chairing committees, and holding elected office, the Executive Board will assign Affiliate Members to either the College or Employer Member Class. The Executive Board will consider the Member's professional history and qualifications among its criteria for making the assignment.

E. **STUDENT/TRANSITIONAL MEMBERS** are college or university students pursuing careers in career services or college relations/recruitment and who are currently enrolled in a significantly related course of study and/or in transition for careers in recruitment/staffing or career services.*. Moreover,

1. The student's current college or university must be accredited by the North Central Association of Colleges and Secondary Schools, the Commission on Institutions of Higher Education, or comparable regional accrediting association.
2. Student membership is not available to those who would qualify for membership under the College, Employer, or Affiliate Member categories. Six months after completion of degree or upon employment in the field, if sooner, student/transitional membership eligibility ends.
3. Student/Transitional Members are invited to attend conferences and workshops and to serve on Committees, but do not vote at business meetings and may not hold an elected position.
4. Student/transitional membership dues are at a reduced rate, determined by the Executive Board.

F.

SECTION 3. Non-voting Memberships. Non-voting Membership status may be granted by the Executive Board. The following categories of Non-voting Memberships have been established:

- A. HONORARY MEMBERS are former members of Midwest ACE or any person who has made a notable contribution in the field of college recruitment or career services, or to Midwest ACE. They must have one year of retirement to be eligible for this membership status. They may be recommended for honorary membership by the leader responsible for the awards process to the Executive Board, subject to election by a two-thirds majority of the Executive Board.
1. Honorary Members have full membership privileges, except those of holding office and voting.
 2. Honorary Members pay no dues and are eligible for the member conference/event rate.
 3. The Executive Board reserves the right to suspend honorary status should the member re-enter the workforce as a dues paying member in the career services or recruiting profession.

SECTION 4. **Membership Decisions.** The Executive Board acts on all applications for membership from persons who do not clearly meet the specific requirements for membership. The decision of the Board is final.

SECTION 5. **Member Discipline.** Membership in Midwest ACE is expressly conditioned upon compliance with the mission of Midwest ACE as set forth in its Bylaws. Any Member who fails to comply strictly with the mission of Midwest ACE or the guidelines and procedures contained in the approved statement of the NACE Principles for Professional Practice may be placed on probation, suspended from membership, or excluded from membership.

SECTION 6. **Membership Transfers.** Membership in Midwest ACE may be transferred from one individual to another individual within the same organization for the duration of the annual membership period.

ARTICLE V

DUES

SECTION 1. **Dues Established.** Annual membership dues are:

- A. Set forth by a majority vote of the Executive Board.
- B. Waived for Honorary Members.
- C. Discounted for Student/Transitional Members.

SECTION 2. **Payment.** Both Group and Individual members' dues are paid on an annual basis.

- A. Dues are payable within 30 days of billing.
- B. If dues remain unpaid after 60 days of billing, membership will be summarily suspended.

SECTION 3. **Discounts/Waivers.** The Midwest ACE Board of Directors reserves the right to offer membership discounts or waivers to Midwest ACE leadership (Executive Board & Committee Chairs/Vice-Chairs) and will vote on whether to offer discounts or waivers upon approval of the annual budget.

ARTICLE VI

OFFICERS

SECTION 1. **Eligibility for Office.**

- A. To be eligible as a candidate for elected office a member must have served for at least one year in one or more of the following capacities: Committee Chair or Vice Chair (including the Conference Committee).
- B. Only Voting Members may be nominated to an elected office.
- C. When possible the President – Elect will be selected by the board alternately from the College Membership and the Employer Membership and must have at least two years of MWACE service prior to being selected President – Elect.
- D. When possible, the Secretary; Director – Finance/Treasurer; and Director – Professional Development will be elected alternately from the College Membership and the Employer Membership.

SECTION 2. **Terms of Office.**

- A. The terms of the President – Elect, President, and Past President are for one year and commence with the beginning of the fiscal year. These roles are consecutive and make up a three (3) year term of service on the Board.
- B. The terms of Director – Finance/Treasurer, Secretary, Director – College Membership, Director – Employer Membership, Director – Professional Development and Director – Advancement & Communications, are two years and commence with the beginning of the fiscal year.

SECTION 3. **Positions and Duties.**

- A. PRESIDENT:
 - 1. Administer business of Midwest ACE between regular and special meetings, exercising direction consistent with Bylaws

2. Preside at all Annual Meetings and other official business meetings of Midwest ACE
3. Serve as the chief executive officer of the Association and, as such, provide strategic and operational management to the Association for the term of office
4. Appoint chairpersons of all standing and ad hoc committees with the advice of the incoming Board of Directors
5. Convene the Bylaws Task Force as needed
6. Work in tandem with and provide supervision for Executive Director
7. Serve as the Midwest ACE liaison to relevant professional associations (e.g., Regional ACE Leaders' Group, the National Association of Colleges and Employers (NACE) and the Society of Human Resource Management)
8. Represent the Association at appropriate meetings and conferences.
9. Create goals (in alignment with Executive Board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
10. Serve as liaison to Trends Conference Committee/Programming during term
11. Succeed to office of Past President for one year after serving as President for one year

B. PRESIDENT – ELECT:

1. Perform duties of President in absence, disability, or at President's request
2. Focus on preparing for term as Association President
3. Oversee and be directly involved in Association strategic planning, conferences site selection, and By-Laws management
4. Represent the Association at appropriate meetings and conferences
5. Serve as Acting President until the next election should President's office become vacant
6. Succeed to office of President after serving on Board of Directors for one year and then succeed to Past President for one year

7. Create goals (in alignment with executive board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals

8. Serve as liaison to Annual Conference Committee during term

C. DIRECTOR – COLLEGE MEMBERSHIP:

1. Represent the College members on Board of Directors
2. Serve as advisor to President on matters relating to interest of College members
3. Develop and offer value-added services to existing college members, identify ways to recruit new college members, and work with Director - Advancement & Communications to create a college-specific recruiting plan
4. Work together with Association Management firm to ensure a cohesive approach to management of Association's total membership renewal/application process
5. Create goals (in alignment with Executive Board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
6. Serve as liaison to Professional Exchange and Membership Committee (along with Director – Employer Membership)

D. DIRECTOR – EMPLOYER MEMBERSHIP:

1. Represent Employer members on Board of Directors
2. Serve as advisor to President on matters relating to interest of Employer members
3. Develop and offer value-added services to existing employer members, identify ways to recruit new employer members, and work with Director – Advancement & Communications to create an employer-specific recruiting plan
4. Work together with Association Management firm to ensure a cohesive approach to management of association's total membership renewal/application process
5. Create goals (in alignment with executive board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals

6. Serve as liaison to Membership Committee (along with Director – College Membership)

E. DIRECTOR – ADVANCEMENT & COMMUNICATIONS

1. Ensure the quality and content of external communications and services offered by the Association
2. Collaborate with committees to coordinate external communication and public relations efforts that include media relations with local and national news, Association marketing campaigns, and customer communications
3. Maintain programs that ensure a viable outreach to the professional association community through various means of Association communications, social media campaigns, marketing initiatives, and professional consulting services
4. Review and present to Executive Board viable external partnerships; manage existing and new external partnerships, vendors, and sponsors
5. Create goals (in alignment with executive board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
6. Serve as liaison to Advancement and Communications Committee

F. DIRECTOR – PROFESSIONAL DEVELOPMENT:

1. Oversee the strategic planning of professional development activities
2. Develop annual plan for professional development activities as they relate to direction of board
3. Communicate plan to Professional Development Committee and Annual Conference Committee
4. Work with Director – Advancement & Communications to develop and communicate an integrated communications plan based on and promoting professional development activities.
5. Identify and recommend workshop, orientation, and other educational and training programs and research activities to contribute to the professional development of membership and advancement of profession
6. Create goals (in alignment with Executive Board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals

7. Serve as liaison to Professional Development Committee

G. DIRECTOR – DIVERSITY, EQUITY, AND INCLUSION

1. Ensure that the diversity of the Midwest United States is well represented throughout the Association, and that educational, training and leadership programs (e.g. webinars, diversity and inclusion career fairs, etc.) are offered to the extent possible to enhance diversity representation
2. Ensure representation of diverse ideas and concepts at the annual conference sessions
3. Serve as a member of the nominating committee
4. Develop and recommend best practices in order to gain perspective from diverse backgrounds, experiences, and identities
5. Create goals (in alignment with Executive Board goals) for each liaised committee for which s/he is a liaison; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
6. Serve as liaison to Diversity, Equity, and Inclusion Committee

H. SECRETARY:

1. Partner with Association Management Company on minutes of all meetings of Board of Directors
2. Distribute minutes and perform other secretarial functions as designated by Board of Directors
3. Oversee annual awards process
4. Create goals (in alignment with Executive Board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals
5. Serve as liaison to Experiential Education Committee

I. DIRECTOR – FINANCE/TREASURER:

1. Serve as chairperson of the Finance Committee as needed
2. Supervise financial activities of Midwest ACE conferences

3. Authorize all expenditures and financial matters other than those of conference committees
4. Verify all financial reports
5. Ensure all fiscal operations for association are conducted legally and efficiently, documented accurately, and communicated to Board of Directors and membership appropriately
6. Work with President, Past President, President – Elect, and/or Executive Director to draft annual budget for Board to review and approve
7. Work with Board and Association Management Company to manage and process all deposits and withdrawals, accounts payable & accounts receivable, and Association investments
8. Work with Executive Director and/or Financial Manager in the submission of association financial records for an annual audit
9. Create goals (in alignment with Executive Board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work, in-line with Association goals

J. PAST PRESIDENT:

1. Serve as chairperson of Nomination and Election Committee
2. Serve as special consultant to President and Board of Directors
3. Act as direct resource/advisor to President, effectively assisting with transition process from President – Elect to President
4. Create goals (in alignment with Executive Board goals) for each liaised committee; communicate goals to the committee chairs, in turn driving committee work in line with Association goals.
5. Serve as liaison to Nominations and Elections Committee and the Hire Big 10+ Committee. In the event the Past President is not a Hire Big 10+ school, the Executive Board shall appoint the liaison to that committee
6. Oversee leadership succession planning and on-board training for fellow board members and committee chairs. Encourage and empower emerging leaders within the association at all levels.

Elected officers also serve as Board liaisons to Committees, as designated by the President.

ARTICLE VII

OFFICER NOMINATIONS, ELECTIONS, AND RATIFICATION PROCEDURES

SECTION 1. **Notice of Soliciting Nominations.** Before convening the Nominations and Elections Committee, the chair will contact all Members eligible to hold office on the Executive Board and request them to affirm their availability for nomination or withdraw their name from consideration.

SECTION 2. **Preparation of the Ballot.** The committee will make an exhaustive effort to prepare a ballot nominating candidates for each office on the Executive Board. The committee will select nominees to the Executive Board from those eligible Members who have agreed to be considered for election.

SECTION 3. **Presentation of the Ballot.** The committee will present a ballot to the Executive Board. It will be distributed to eligible voters not later than April 15. Members must complete ballots by the designated date.

SECTION 4. **Winning Vote.** The nominee receiving the greatest number of votes for an office will be elected to that office. In case of a tie vote, the winner will be decided by lot.

SECTION 5. **Publication of Election Results.** Results of the election will be announced via appropriate communication channels (email, social media, etc.) after the election.

SECTION 6. **Ballot Issues.** The Nomination and Election Committee will submit to the Voting Membership by email any proposal endorsed by the Executive Board for ratification or referendum to amend the Bylaws.

SECTION 7. **Failure to Assume Office.** When a candidate who has been elected cannot assume office, the Nominations and Elections Committee will recommend a replacement to the Executive Board. A majority of the Executive Board must approve the recommendation for the replacement to take office.

ARTICLE VIII

EXECUTIVE BOARD

SECTION 1. **Duties.** The purpose of the Executive Board is to manage the operations of Midwest ACE. The Executive Board consists of the following ten (10) officers: President; President – Elect; Past President; Director – College Membership; Director – Employer Membership; Director – Professional Development; Director – Advancement & Communications; Director – Diversity, Equity, and Inclusion; Secretary; and Director – Finance/Treasurer. Each member of the Executive Board has one vote.

SECTION 2. **Vacancies.** Should a position held by a member of the Executive Board, other than the presidency, be vacated, the Executive Board will appoint a replacement to fill the unexpired term of office. Should the office of President become vacant, the President – Elect will assume

the duties of the President. In the event that the President – Elect cannot serve, the Director – College Membership will serve as President. In the event the Director – College Membership cannot serve the Executive Board will appoint an interim President.

SECTION 3. **Term Limit.** Executive Board members may be re-elected to one consecutive term in the same office.

SECTION 4. **Meetings.** The Executive Board will have a minimum of four meetings a year.

SECTION 5. **Quorum; Action.** A quorum of the Executive Board consists of six Voting Members, including the President or President – Elect. The vote of a simple majority of those voting at a meeting at which a quorum is present constitutes the action of the Executive Board.

SECTION 6. **Additional Powers.** No action of the Executive Board shall be valid unless taken at a meeting at which a quorum is present. An action of the Executive Board shall be valid without meeting if the action to be taken is set forth in writing and each Director signs either before or after such meeting thereby giving consent. For purposes of this section, an email from a Director sent from the Director’s email address is an acceptable form of written consent. Meetings may be by conference call or other electronic means.

SECTION 7. **Non-voting Ex Officio Members.** The Executive Board may appoint as ex officio (nonvoting) members such individuals as necessary for its management of the operations of Midwest ACE. These could include those performing essential administrative, fiscal and communication functions. The President is authorized to invite other persons to attend meetings of the Executive Board.

SECTION 8. **Audits/Financial Reviews.** The Executive Board, acting through the President, will arrange for audits or financial reviews of the financial records of Midwest ACE, consistent with appropriate legal and accounting standards.

SECTION 9. **Removal or Merging of Officer Roles.** In the event that it is determined an Executive Board role is no longer needed the board member in question and/or President can recommend the removal or merger of the role with another Executive Board role. The Executive Board will vote on the recommendations.

ARTICLE IX

EXECUTIVE DIRECTOR

SECTION 1. **The Executive Director shall be appointed by the Board of Directors.** The Executive Director is not required to be a member of the Association and will be compensated for services by the Association in such a manner and in such amounts as the Board of Directors may determine.

SECTION 2. **Role.** The Executive Director shall be responsible for the conduct, control and direction of the headquarters of the Association, performing duties as may be assigned by the Board of Directors and shall report to them. The Executive Director shall receive all monies paid

or payables to the Association including membership dues and assessments and shall deposit the monies of the Association in such bank accounts, and may make disbursements therefrom for the Association purposes, as authorized by the Board of Directors.

SECTION 3. **Financial Statements.** A report of the financial statements and the receipts and disbursements of the Association shall be prepared annually by a certified public accountant engaged by the Board of Directors and at such other times that may be directed by the Board of Directors at the expense of the Association.

SECTION 4. **Association Documents.** All books, documents and papers of the Association shall be in the custody and control of the Executive Director.

ARTICLE X

COMMITTEES

SECTION 1. **Standing Committees.** The following Midwest ACE committees shall consist of elected officers or Members appointed as provided below. Committee membership concludes at the end of the fiscal year. Appointed members may serve successive terms.

- A. NOMINATION AND ELECTION COMMITTEE is composed of the Past President, who shall act as Chair, the President-Elect, the Director – Diversity, Equity, and Inclusion and two Members appointed by the President – Elect. The Committee administers:
1. The nomination and election of all Directors and Secretary board members.
 2. Referenda voting processes.
 3. Ratification processes.

SECTION 2. **Constituency-Based Committees.** Constituency-based Committees shall exist to carry out the business of the organization, to recruit and welcome new Members, to uphold the principles and standards of the profession and to advance the cause of career services and human resources.

- A. Membership in Constituency-based Committees is voluntary. Each Member has the option of annually selecting a committee or committees on which to serve. All Members, Voting or Non-voting, regardless of membership category, are eligible for committee membership.
- B. The Executive Board shall annually designate specific constituency-based committees to be formed in advance of the annual meeting. The committees formed should be related to the current and continuing needs of the organization and issues facing its members.
- C. The board liaison shall work with the President and President – Elect to select

each committee's chair and vice chair, who in turn shall recruit their own Members from the membership. These chairs will meet together at appropriate times to coordinate the activities of their separate committees.

SECTION 3. **Other Committees; Task Forces.** Other committees, including Task Forces, may be established by the President or the Executive Board as deemed necessary.

ARTICLE XI

AWARDS/GRANTS/SCHOLARSHIPS

The Board will determine annually whether or not to present Awards, Grants, and/or Scholarships depending on nominations and funding.

SECTION 1. **Midwest ACE Founders Distinguished Service Award.** In honor of the six Founders of Midwest ACE (originally, Midwest College Placement Association), a special recognition award called the "Midwest ACE Founders Distinguished Service Award" will be given to former or active Members (which includes current Honorary membership status) of the Association who have made a truly distinguished contribution to the Association and the profession. The Midwest ACE Founders Distinguished Service Award bears the names of the six Founders as well as the name of the recipient. Recommendations are made by the Honors and Recognition Committee to the Executive Board which determines the recipient of the award. Selection requires a two-thirds majority vote of the Board.

SECTION 2. **President's Award.** To reward noteworthy contributions of Midwest ACE Members to the Association, a "President's Award" may be given. Recipients will be chosen by the current President.

SECTION 3. **J. W. Paquette Superior Leadership Award.** This award honors active Midwest ACE Members who have made a consistent and significant leadership contribution to the Association. Recommendations are made to the Executive Board, which determines the recipients of the award.

SECTION 4. **John D. Shingleton Award for Innovation and Applied Research.** Established in 1988, this award honors the singular contributions of John Shingleton to the Association. It recognizes the outstanding application of research or assessment that strengthens or enhances career services and recruitment practices. Recommendations are made by the Professional Development Committee to the Executive Board, which determines the recipient of the award.

SECTION 5. **Midwest ACE Diversity Advancement Founders Award.** The Diversity Advancement Founders Award was established in 2004 in recognition and honor of the founding members of the MCPA Affirmative Action Committee (Thelma Cook, Linda Bates-Parker, Tony Proctor, Vance Shaw, and Mike Shin). These five (5) pioneers provided wisdom and perseverance in the quest to diversify our organization. This award honors their legacy and the continuation of this mission. The purpose of this award is to recognize outstanding contributions of Midwest ACE members who provide consistent and significant leadership related to issues of diversity. Recommendations are made by the Diversity, Equity, and Inclusion Committee to the

Executive Board, which determines the recipient of the award.

SECTION 6. **Impact and Innovation Awards.** Established in 2019, the Award for Impact and Innovation is presented annually to two members of the Association. The awards are for an early-career professional and a mid-career professional who exhibit exemplary professional accomplishments, a positive IMPACT on the Association, and INNOVATION in the career services and recruiting field. Nominees must be members of the Association, demonstrate a commitment to the advancement of the field, and be a positive role model for the profession and their peers.

- A. EARLY CAREER AWARD is designated for nominees who have been employed in the career services or recruiting field for fewer than five years.
- B. MID-CAREER AWARD is designated for nominees who have been employed in the career services or recruiting field of more than five years and who have been members of Midwest ACE for a minimum of two years.

SECTION 7. **Gratitude Awards.** Approved by the Executive Board to recognize the accomplishments of members who have given back to Midwest ACE.

- A. AWARD CRITERIA includes the following six core attributes: Teamwork, Leadership, Resourcefulness, Innovation, Attitude, and Focus.
 - 1. High Five: The “entry-level” Gratitude Award category for members doing exemplary work beyond expected job requirements
 - 2. Applause: Recipient of at least one High Five Award
 - 3. Standing Ovation: Recipient of High Five Award, and at least one Applause award
- A. ELIGIBILITY Members who have received at least one High Five are eligible for consideration for the Applause and Standing Ovation recognition levels. Awardees can be nominated by any Association Member.

SECTION 8. **John Steele Grant.** This grant was established to recognize the contributions of John Steele, one of the founders of the association now known as Midwest ACE. It seeks to support and encourage research or assessment in career planning and college recruiting. Recommendations are made by the Professional Development Committee to the Executive Board, which determines the recipient of the award.

SECTION 9. **Diversity Equity and Inclusion Scholarship.** The Diversity Equity and Inclusion Scholarship is a scholarship opportunity for graduate students in Student Affairs, College Student Personnel, Higher Education, Human Resources or a related field. Recent graduates in their first year of employment in Career Services or Human Resources may also apply. The

scholarship will allow the recipient to attend and present at the Midwest ACE Annual Conference. Recipient also receives a complimentary year of membership, a monetary award, and will serve as an active participant on the Diversity, Equity, and Inclusion Committee for the fiscal year. Recommendations are made by the Diversity, Equity, and Inclusion Committee to the Executive Board, which determines the recipient of the award.

SECTION 10. Professional Development Scholarship. The Professional Development scholarship was created to provide opportunities for Midwest ACE members to attend professional development activities they may not otherwise be able to attend. These activities include, but are not limited to: MBTI certificate program, NACE Management Leadership Training, Midwest ACE Conferences or other relevant professional development activities. Recommendations are made by the Professional Development Committee to the Executive Board, which determines the recipient of the award. The recipient will give back to the association through an activity approved by the PD committee- such as contributing to the annual conference, joining a committee or presenting about their learning activity.

ARTICLE XII

FISCAL YEAR

The fiscal year runs from July 1 to June 30 for College, Employer, Affiliate and Student/ Transitional members.

ARTICLE XIII

AMENDMENTS

Any voting Member of Midwest ACE may propose a change in the Bylaws by submitting the proposal in writing to the President. The President will submit the proposal to the Executive Board for review and editing and approval.

The above Bylaws as amended were adopted pursuant to the procedures required by Iowa Law and these Bylaws themselves, with final Executive Board endorsement being completed the 20th of July, 2015. Except where otherwise noted, the Bylaw amendments reflected herein became effective upon adoption.

- Approved: September 1970
- Amended: June 1971
- Amended: October 1975
- Amended: July 2, 1979; September 17, 1982
- Amended: June 29, 1984
- Amended: November 1, 1985
- Amended: March 15, 1990
- Amended: October 30, 1990

Amended: December 1, 1992
Amended: May 1995
Amended: August 2000
Edited for consistency: December 2001
Amended: November 2002
Amended: November 2004
Amended: July 2006
Edited for consistency: March 2008; Approved: March 14, 2008.
Amended: November 20, 2009
Amended: August 2, 2010
Approved: February 16, 2011
Amended: March 8, 2011
Amended: April 10, 2013
Amended: January 10, 2014
Amended: July 20, 2015
Amended: July 27, 2016
Amended: September 8, 2016
Amended: June 30, 2020
Amended and edited for consistency: January 15, 2021; **Approved:**