



CONSTITUTION

ARTICLE I. Name

Alliance for Identity Inclusive Computing Education (AiiCE)

ARTICLE II. Purpose

AiiCE aims to increase the entry, retention, and course/degree completion rates of high-school and undergraduate students from groups that are historically underrepresented in computing through evidence-based, identity-inclusive interventions.

ARTICLE III. Organization

SECTION 1. The organization that receives external award funding and distributes subawards to other organizations implementing and supporting AiiCE activities shall be known as the Lead Organization.

SECTION 2. Organizations implementing and supporting AiiCE activities shall be known as Member Organizations.

- a. Member Organizations may include all sectors (including K-12 education, postsecondary education, non-profit organizations, government agencies, and private industry).
- b. Member Organizations receiving funding through the Lead Organization to implement AiiCE activities shall be known as Subawardees.
- c. Subawardees shall have a memorandum of understanding (MOU) with the Lead Organization to lead and/or support AiiCE activities and submit appropriate project and/or financial reporting, as necessary.

SECTION 3. The dedicated group that guides AiiCE's overarching goals and objectives shall be known as the Steering Committee.

SECTION 4. The dedicated group that supports AiiCE in achieving all goals and objectives shall be known as the Backbone.

SECTION 5. The governing body of AiiCE shall be comprised of the Steering Committee, In consultation with the Backbone and other Member Organizations.

SECTION 6. Individuals from Member Organizations who implement and/or support AiiCE activities shall be known as Senior Personnel.

SECTION 7. AiiCE activities shall be organized into Constellations, which are working groups related to a specific topic.



SECTION 8. The External Advisory Board shall provide strategic advice on all AiiCE activities, including governance, goals, objectives, project implementation, backbone support, and fundraising.

SECTION 9. The Student Advisory Board shall provide strategic advice on AiiCE activities related to K-12 and postsecondary computing education.

SECTION 10. All Senior Personnel (including the Alliance Director, Backbone Director, and Backbone Deputy Director), External Advisory Board, Student Advisory Board, and Strategic Partners shall be known as Community Members.

SECTION 11. AiiCE shall make every effort to ensure that it includes diverse representation across sectors, organization/institution types, academic/professional levels, and identities (including, but not limited to, race, ethnicity, sexuality, gender, ability, class, and their intersections).

SECTION 12. Financial/business oversight for AiiCE shall be managed by the Lead Organization, with financial/business oversight of each subaward managed by the Subawardee and reported to the Lead Organization.

ARTICLE IV. Member Organizations

SECTION 1. Member Organizations shall consist of organizations with Senior Personnel leading and/or supporting Alliance activities.

SECTION 2. The process for removal or addition of Member Organizations shall follow the procedures described in the Bylaws.

ARTICLE V. Steering Committee

SECTION 1. The Steering Committee shall ensure implementation of the strategic plan.

SECTION 2. Members of the Steering Committee

- a. Each member of the Steering Committee shall serve as Constellation (Co)Lead for at least one Constellation.
- b. The Steering Committee may be comprised of Senior Personnel from any Member Organization.
- c. Members of the Steering Committee may lead and/or support activities within any Constellation.

SECTION 3. The Steering Committee shall be led by the Alliance Director.



SECTION 4. The addition and removal of members of the Steering Committee shall follow the procedures described in the Bylaws.

ARTICLE VI. Backbone

SECTION 1. The Backbone shall be the dedicated group that supports AiiCE activities to achieve the shared vision (including maintaining overall strategic coherence, establishing and analyzing shared measurements, community engagement, fundraising, communications, onboarding new partners/affiliates, and more as the work evolves) for all AiiCE activities.

SECTION 2. Members of the Backbone

- a. The Backbone may be comprised of Senior Personnel from any Member Organization.
- b. Senior Personnel within the Backbone (including the Backbone Director) may support any activity within any Constellation.

SECTION 3. The Backbone shall be led by the Backbone Director.

- a. The Backbone may include a Deputy Director, who supports the Backbone Director.

SECTION 4. The nomination, addition, and removal of members of the Backbone shall follow the procedures described in the Bylaws.

ARTICLE VII. Constellations

SECTION 1. Constellations shall organize all AiiCE activities related to a similar topic into a single working group. All Constellations shall support the AiiCE common agenda.

SECTION 2. Constellations shall consist of Senior Personnel leading and/or supporting activities related to the mission of the Alliance.

SECTION 3. Each Constellation shall have, at minimum, one member of the Steering Committee and one member of the Backbone as (Co-)Chairs.

SECTION 4. The process for removal or addition of Constellations shall follow the procedures described in the Bylaws.

ARTICLE VIII. Senior Personnel

SECTION 1. Senior Personnel shall lead and/or support Alliance and/or Backbone activities.



SECTION 2. Senior Personnel may be members of the Steering Committee and/or Backbone.

SECTION 3. The process for removal or addition of Senior Personnel shall follow the procedures described in the Bylaws.

ARTICLE IX. External Advisory Board

SECTION 1. The External Advisory Board may consist of professionals across all sectors (including K-16 education, government, non-profits, and private industry).

SECTION 2. The process for removal or addition of External Advisory Board members shall follow the procedures described in the Bylaws.

ARTICLE X. Student Advisory Board

SECTION 1. The Student Advisory Board shall include undergraduate members from computing, social sciences, humanities, and interdisciplinary majors. It may also include graduate student members from the same disciplines.

SECTION 2. The governing body shall ensure that at least 75% of the Student Advisory Board includes students from historically underrepresented groups in computing (including race, ethnicity, sexuality, gender, ability, socioeconomic class, and their intersections).

SECTION 3. The process for removal or addition of Student Advisory Board members shall follow the procedures described in the Bylaws.

ARTICLE XI. Strategic Partners

SECTION 1. Strategic Partners shall consist of organizations that support Alliance activities in terms of capacity building (including financial and personnel).

SECTION 2. The process for removal or addition of Strategic Partners shall follow the procedures described in the Bylaws.

ARTICLE XII. Affiliates

SECTION 1. Affiliates shall consist of individuals and/or organizations that are participating in Alliance activities that require commitments of implementation and/or assessment.

SECTION 2. The process for removal or addition of Affiliates shall follow the procedures described in the Bylaws.



ARTICLE XIII: Meetings

SECTION 1. The governing body, External Advisory Board, and Student Advisory Board shall meet virtually at least once per award year. Senior Personnel who are not part of the governing body may also attend this meeting.

SECTION 2. All Alliance Community Members shall meet in-person at least once per award year, contingent upon the availability of funding and any circumstances outside of the Alliance's control. The location of this meeting shall be determined by the Backbone, in consultation with any Senior Personnel, as necessary.

- a. The Alliance shall provide financial support for External Advisory Board and Student Advisory Board members to attend in-person meetings.

SECTION 3. The Alliance shall prioritize access for disabled Community Members and coordinate disability-related accommodations to allow all Community Members to fully participate in all meetings and activities.

SECTION 4. Inter-Constellation and Intra-Constellation meetings may occur at least once per quarter, virtually.

SECTION 5. Backbone meetings may occur at least once every two weeks.

SECTION 6. Steering committee meetings may occur at least once every two weeks.

SECTION 7. Additional Alliance meetings may occur for all or a subset of Community Members, as necessary.

ARTICLE XIV: Quorum

SECTION 1. A quorum shall be achieved when two-thirds of all voting body are in attendance.

ARTICLE XV: Amending the Constitution

SECTION 1. This constitution shall be amended according to the following procedure:

- a. Any member of AiiCE wanting to amend this Constitution shall submit the proposed change in writing (electronic format) to the Backbone Director.
- b. The Backbone Director shall distribute the proposed change(s) to the AiiCE Community for review no later than thirty (30) days prior to an AiiCE community meeting. This meeting may be the annual community meeting or a special meeting called by the Backbone Director, whichever is sooner.



- c. The proposed amendment shall be read and discussed at the next annual Community meeting.
- d. Voting on the proposed amendment may be in person or online format.
- e. Two-thirds of the total votes cast shall be required for adoption.

BYLAWS

ARTICLE I. Member Organizations

SECTION 1. Member Organizations defined in ARTICLE III, SECTION 2 of the Constitution shall be determined by the governing body of the Alliance.

SECTION 2. Member Organizations may be members of the Steering Committee or Backbone.

- a. Member Organizations implementing or supporting Alliance activities shall be members of Constellations in which the activities are best aligned.

SECTION 3. Member Organizations shall remain part of the Alliance while there are either active MOUs in place to lead/support Alliance activities or they continue to actively lead/support Alliance activities.

ARTICLE II. Senior Personnel

SECTION 1. New Senior Personnel defined in ARTICLE III, SECTION 6 of the Constitution who are from current Member Organizations shall be determined by current Senior Personnel of the Member Organization.

SECTION 2. Individuals leading and/or supporting a newly appointed Member Organization defined in Article III, Section 2 of the Constitution shall be Senior Personnel.

SECTION 3. Senior Personnel may be members of the Steering Committee or Backbone.

- a. Senior Personnel implementing or supporting Alliance activities shall be members of Constellations in which the activities are best aligned.

SECTION 4. Senior Personnel within a Member Organization shall remain part of the Alliance while they continue to be affiliated with the Member Organization on Alliance activities or as the Member Organization deems necessary.



ARTICLE III. ADVISORY BOARDS

SECTION 1. The term of office for each member of the External Advisory Board shall be five (5) years, beginning August 1 of any year and ending July 31, five years later.

SECTION 2. The terms of office for each member of the Student Advisory Board shall be one (1) or two (2) years, beginning June 1 of any year and ending May 31, one or two years later, respectively. The term length for Student Advisory Board members shall be determined based on the current composition of the board and student classifications, to ensure no more than 50% of the board must be replaced in any year.

SECTION 3. In the event of a vacancy of an External Advisory Board Member, a new one shall be appointed by the Alliance Director, Backbone Director, and Steering Committee.

SECTION 4. In the event of a vacancy of a Student Advisory Board Member, a new one shall be appointed by the Alliance Director, Backbone, and Steering Committee.

ARTICLE IV. STRATEGIC PARTNERS

SECTION 1. Strategic Partners defined in ARTICLE XI, SECTION 1 of the Constitution may be appointed by the Alliance Director and Backbone Director, in consultation with the Steering Committee.

SECTION 2. Strategic Partners shall remain part of the Alliance while there is sustained support of Alliance activities.

ARTICLE V. DUTIES AND POWERS OF AiICE

DUTIES AND POWERS OF SENIOR PERSONNEL

SECTION 1. The Alliance Director shall manage overall Alliance implementation, development and submission of external reporting, and communication with funding agencies and other relevant organizations, as necessary.

SECTION 2. The Backbone Director shall manage all Backbone activities. They shall also communicate with funding agencies and other relevant organizations, as necessary.

SECTION 3. The Alliance Director and Backbone Director shall manage all programmatic (Alliance Director) and infrastructure (Backbone Director) activities.

SECTION 4. The Steering Committee shall provide overall strategic direction of the Alliance. The Steering Committee shall also lead Constellations.



SECTION 5. The Backbone shall support all Alliance activities, ensure all activities are accessible and align with the strategic plan, collect data, disseminate shared measures, ensure proper communication across the Alliance is maintained, onboard new Community Members, and manage the daily operations of the Alliance.

SECTION 6. Senior Personnel shall manage all Alliance activities for which they are designated as leads for their Member Organization. Senior Personnel may also support Alliance activities led by other Senior Personnel from other Member Organizations.

SECTION 7. Constellation Leads shall be responsible for collecting brief monthly updates from all Member Organizations leading activities within their Constellation and reporting a summary of all Constellation activities to the Steering Committee. They may also work with the Backbone to onboard new Constellation members.

STRATEGIC PARTNERS

SECTION 1. Strategic Partners shall support Alliance efforts via financial and other capacity-building resources.

SECTION 2. Strategic Partners providing financial resources to support the overarching Alliance mission shall coordinate with the Alliance Director, Backbone Director, and Lead Organization's institutional office that supports financial gifts/awards. Strategic Partners providing financial resources to support a specific activity led by a Member Organization shall coordinate distribution with the Member Organization's institutional office that supports financial gifts/awards.

SECTION 3. Strategic Partners providing other capacity-building resources to support the overarching Alliance mission shall coordinate distribution with the Alliance Director and/or Backbone Director.

SECTION 4. Strategic Partners providing other capacity-building resources to support a specific activity led by a Member Organization shall coordinate distribution with Senior Personnel leading the Member Organization.

SECTION 5. Strategic Partners may require Alliance or Member Organization reports, as necessary, that detail how the Alliance or Member Organization used resources provided to support activities. The frequency of reporting may be determined by the Strategic Partner.

ADVISORY BOARDS

SECTION 1. The External Advisory Board and Student Advisory Board shall provide non-binding strategic advice on Alliance activities.



AFFILIATES

SECTION 1. Affiliates shall leverage Alliance resources through active participation that require commitments of implementation and/or assessment.

SECTION 2. Affiliates may become a Member Organization or Senior Personnel within a Member Organization.

REPORTS

SECTION 1. It shall be the duty of all Member Organizations leading Alliance activities to submit written reports (in electronic format) on a quarterly basis no later than the first of each of the month (corresponding to the last month of the quarter), if required by any funding agency. Quarters may be determined by any financial award and funding agency requirement.

SECTION 2. It shall be the duty of the Alliance Director to submit written quarterly and/or annual reports to funding agencies, if required. Quarterly and/or annual reporting may be determined by any financial award and funding agency requirement.

SECTION 3. It shall be the duty of the Lead Organization's Office of Research Support (or similarly named office) to submit written reports (in electronic format) on a semiannual basis (or any other frequency deemed necessary by the funding agency) that detail total spending, remaining budget, and budget changes across the Alliance (including all Subawardees) that are not detailed in the original strategic plan to any funding agencies, as appropriate. It shall be the duties of all Offices of Research Support (or similarly named offices) within each Subawardee to submit semiannual (or any other frequency deemed necessary by the funding agency) financial reports to the Lead Organization's Office of Research Support (or similarly named office) by the required deadline, as determined by the Lead Organization's Office of Research Support (or similarly named office).

SECTION 3. It shall be the duty of all Senior Personnel leading Alliance activities to submit written reports (in electronic format) monthly no later than the first of each month to Constellation Leads that informs them of progress and challenges.

SECTION 4. It shall be the duty of Constellation Leads to report Constellation progress and challenges to the Steering Committee (via Steering Committee meetings).

Article VI. Membership

SECTION 1. All organizations that formed the creation of the Alliance shall be known as Member Organizations.



- a. Proposed Member Organizations may be submitted electronically (as determined by the governing body) by any Senior Personnel.
- b. Submissions of proposed Member Organizations shall first be reviewed by the Backbone Deputy Director to ensure they meet all requirements for becoming a Member Organization. The Backbone Deputy Director shall then present the proposed Member Organizations to the governing body for review and discussion.
 - a. If the proposed Member Organization is funded by either the Lead Organization or a current Subawardee to support Alliance activities, then an MOU may be required between the proposed and the Lead Organization or Subawardee.
 - b. If the proposed Member Organization is funded through the Lead Organization as a new Subawardee, then an MOU shall be required between the proposed Member Organization and Lead Organization.
 - c. If the proposed Member Organization is unfunded, then an MOU may be required. The MOU for the proposed Member Organization shall be determined by the current Member Organization whose Alliance activities will be supported by the proposed Member Organization. If new Alliance activities will be implemented by the proposed Member Organization, then the MOU for the proposed Member Organization shall be determined by the Lead Organization.
- c. Voting on the proposed Member Organization may be in-person or online. If an online format, a quorum (two-thirds) of the governing body shall be required. Simple majority shall be needed to accept proposed Member Organizations.
- d. If funded by the Lead Organization as a new Subawardee, then the proposed Member Organization shall be onboarded in either the current or the subsequent award year by the Backbone Deputy Director, in consultation with the Backbone Director, Backbone Deputy Director, and applicable Constellation Leads (as necessary, based on funding agency requirements).
- e. If funded by the Lead Organization or a current Subawardee to support ongoing Alliance activities, then the proposed Member Organization shall be onboarded as soon as possible by the Lead Organization or current Subawardee, in consultation with the Backbone Director, Backbone Deputy Director, and applicable Constellation Leads (as necessary).
- f. If unfunded, then the proposed Member Organization shall be onboarded as soon as possible by the current Member Organization that will be supported, in consultation with the Backbone Director, Backbone Deputy Director, and applicable Constellation Leads (as necessary).

SECTION 2. The Alliance Director shall be determined by the Lead Organization at the time of Alliance creation.



- a. The Alliance Director shall be affiliated with the Lead Organization.
- b. In the event of a vacancy of the Alliance Director, a new one shall be appointed by the Backbone Director and Steering Committee.
- c. The new Alliance Director shall be onboarded by the Backbone Director and Backbone Deputy Director.

SECTION 3. The Backbone Director shall be determined by Alliance Director and Lead Organization at the time of Alliance creation.

- a. In the event of a vacancy of the Backbone Director, a new one shall be appointed by the Alliance Director, in consultation with the Backbone Deputy Director, members of the Backbone, and Steering Committee.
- b. The new Backbone Director shall be onboarded by the Alliance Director and Backbone Deputy Director.

SECTION 4. The members of the Backbone shall be determined by the Backbone Director and Backbone Deputy Director (in consultation with the Alliance Director) at the time of Alliance creation.

- a. Proposed members of the Backbone shall be determined by the Backbone Director and Deputy Director, in consultation with members of the Backbone.
- b. New members of the Backbone shall be onboarded by the Backbone Director, Backbone Deputy Director, and members of the Backbone.

SECTION 5. The Steering Committee shall be comprised of one (1) Senior Personnel from each Member Organization.

- a. Each Member Organization shall designate the Senior Personnel that will serve on the Steering Committee.
- b. New members of the Steering Committee shall be onboarded by the Alliance Director, in consultation with the Backbone Director and Backbone Deputy Director.

SECTION 6. Proposed Senior Personnel shall be identified and appointed by their respective Member Organization.

- a. New Senior Personnel shall be onboarded by the Member Organization, in consultation with the Backbone Director and Backbone Deputy Director.

SECTION 7. Proposed Affiliates shall meet all Alliance-approved requirements outlined for classification as an Affiliate.

- a. Proposed Affiliates shall be appointed by the Member Organization leading Alliance activities that the proposed Affiliates support.



- b. New Affiliates shall engage with the Member Organization they support throughout their affiliation with the Alliance.

SECTION 8. Proposed External Advisory Board Members shall be recommended via submission form no later than November 1 of each year, to be reviewed by the Backbone Director and Backbone Deputy Director.

- a. Proposed External Advisory Board Members shall be presented to all Community Members no later than January 1 of each year.
- b. Proposed External Advisory Board Members shall be appointed by a majority vote of the governing body no later than March 1 of each year.
- c. New External Advisory Board Members shall be onboarded no later than June 1 of each year.

SECTION 9. Proposed Strategic Partners shall self-identify (by contacting the Alliance Director or Backbone Director) or be identified by Member Organizations, including the Lead Organization.

- a. Proposed Strategic Partners providing financial and other capacity-building resources may specify what Alliance activities will be supported.
 - a. Proposed Strategic Partners supporting specific Alliance activities shall coordinate with the Member Organization leading those activities for any application process and funding distribution, as necessary.
 - b. Proposed Strategic Partners providing resources that support the overarching Alliance goals shall coordinate with the Alliance Director and Backbone Director for any application process and funding distribution via the Lead Organization, as necessary.
- b. Proposed Strategic Partners shall be properly vetted by the respective Member Organizations, Alliance Director, or Backbone Director using the Strategic Partner Checklist, to ensure the Proposed Strategic Partners align with the Alliance goals.

SECTION 10. Prospective Student Advisory Board Members shall first apply for consideration via an online self-nomination form.

- a. The Backbone shall review and present all qualifying prospective candidates to the governing body for consideration no later than February 1 of each year.
- b. The governing body shall have thirty (30) days to review and discuss all prospective Student Advisory Board Members.
- c. Voting on the proposed candidates may be by in-person or online format. If an online format, a quorum (two-thirds) of the governing body shall be required. Simple majority shall be needed to accept proposed candidates.



- d. New Student Advisory Board members shall be onboarded by appropriate members of the Backbone and the Alliance Director.
- e. Student Advisory Board Members shall serve a two-year term, pending they remain enrolled as a student in good academic standing at a college or university. They may serve an additional two-year term, pending they remain enrolled as a student in good academic standing at a college or university and notify the Backbone no later than 30 days prior to the end of their current term.

SECTION 11. Prospective Constellations may be presented to the Backbone Director for consideration from any Member Organization and/or Senior Personnel.

- a. The request for Constellation addition shall include a brief statement addressing the following information: rationale for creation, how the Constellation supports the goal of the Alliance in innovative ways, potential for cross-Constellation activities, Constellation Lead(s), and current and potential Senior Personnel to lead activities within the Constellation.
- b. The Backbone shall provide all Community Members the prospective Constellation submission thirty (30) days prior to the Advisory Board or annual Community meeting.
- c. Voting on the proposed Constellation may be in-person or online format by the governing body. If an online format, a quorum (two-thirds) of the governing body shall be required. Simple majority shall be needed to accept proposed candidates.
- d. The new Constellation may be formed and begin activities following approval.

SECTION 12. Prospective Constellation Leads may be identified based on the creation of new Constellations or determined need for additional Constellation Leads.

- a. Prospective Constellation Leads shall be presented to the Steering Committee at any time for discussion.
- b. New Constellation Leads shall be appointed following the majority vote of the Steering Committee.
- c. In the event of a vacancy of a Constellation Lead, a new one shall be appointed by Steering Committee.

ARTICLE VII. Removals

SECTION 1. Any Community Member may be removed from the Alliance for failure to meet the expectations set forth in the Alliance. This includes, but is not limited to, non-attendance; non-participation in meetings; incompleteness of assigned duties; and



demonstrated acts (verbal or written) of hate, bias, discrimination, unethical behavior, or criminal activity.

- a. Member Organizations shall be able to remove Senior Personnel within their Organization at their discretion.
- b. The Backbone Director shall be able to remove members of the Backbone at their discretion.
- c. Removal of all other Community Members (including Member Organizations, Steering Committee Members, External Advisory Board Members, Student Advisory Board Members, and Senior Personnel recommended by Community Members that are not part of the same Member Organization) shall follow the process detailed in this SECTION.
- d. The Backbone Director and Backbone Deputy Director shall be notified in electronic format of any potential issue that may warrant removal of a Community Member. This notification should include a detailed account of the issue presented and why it warrants removal of the Community Member from the Alliance.
- e. The Backbone Director and Backbone Deputy Director shall review the notification within seven (7) days of receipt and notify the Community Member of the request for removal.
- f. The Backbone Director and Backbone Deputy Director shall have the discretion to place the constituent on probation, including removal from the Alliance website, social media, and communication platforms, pending the completion of the review process.
- g. The Community Member shall have seven (7) days upon receipt of notification to provide an electronic response to the Backbone Director and Backbone Deputy Director.
- h. Within seven (7) days of receipt of the Community Member response, the Backbone Director and Backbone Deputy Director shall provide the governing body an account of the issue presented and the Community Member response.
- i. The governing body shall have seven (7) days to review the potential Community Member removal information provided by the Backbone Director and Backbone Deputy Director.
- j. The Backbone Director and Backbone Director shall call a special meeting of the governing body to discuss the potential Community Member removal information within fourteen (14) days of the governing body receiving all information.
- k. Voting on the removal of a Community Member may be in-person or online by the governing body. If an online format, a quorum (two-thirds) of the governing body shall be required. Simple majority shall be needed to remove a Community Member.
- l. If approved, removal of a Community Member is immediate.



- m. If the Backbone Director or the Backbone Deputy Director are the Community Member under consideration for removal, the Alliance Director shall review and submit notifications to the Community Member (Backbone Director or Backbone Deputy Director) as well as the governing body and call any required special meetings.

SECTION 2. Removal of a Constellation shall be proposed by the Backbone Director, in consultation with the members of the Backbone and Steering Committee.

- a. Removal of a Constellation shall be determined by the status of activities within the Constellation (e.g., discontinued) or lack of Member Organizations and activities within an Alliance.
- b. The request for Constellation removal shall include a brief statement addressing the following information: rationale for removal and potential impact on Member Organizations leading Alliance activities within the Constellation (if any).
- c. The Backbone shall provide all Community Members the prospective Constellation removal submission thirty (30) days prior to the Advisory Board or annual Community meeting.
- d. Voting on the proposed Constellation removal may be in-person or online by the governing body. If an online format, a quorum (two-thirds) of the governing body shall be required. Simple majority shall be needed to accept proposed candidates.
- e. The new Constellation may be removed immediately following approval.

ARTICLE VIII. Meetings

SECTION 1. All Community meetings shall be convened by the Backbone Director.

SECTION 2. All Constellation meetings may be convened by the Constellation Lead(s) or members of the Backbone.

SECTION 3. Additional meetings may be convened by any Community Member, as necessary.

ARTICLE IX. Voting

SECTION 1. All business requiring approval or rejection shall be decided by a majority vote of the governing body, as defined in ARTICLES IV and V of the Bylaws. A quorum must be met to conduct business.

ARTICLE X. Amending the Bylaws



SECTION 1. These Bylaws shall be amended by the following procedure:

- a. Any Member Organization or Senior Personnel wanting to amend this Constitution shall submit the proposed change in writing (electronic format) to the Backbone Director.
- b. The Backbone Director shall distribute the proposed change(s) to the Community Members for review no later than thirty (30) days prior to the Advisory Board or annual Community meeting.
- c. The proposed amendment shall be read and discussed at the next annual Community meeting. The governing body shall vote on the proposed amendment.
- d. Voting on the proposed amendment may be in person or online.
- e. Two-thirds of the total votes cast shall be required for adoption.

ARTICLE XI. Effective Date

Amendments to the Bylaws shall take effect immediately following adjournment of the Community meeting in which they were adopted.

ARTICLE XII. Parliamentary Authority

Robert's Rules of Order Newly Revised shall govern matters not provided in the Constitution and Bylaws of the Alliance.