

Recommended Changes to Business Archives Section Standing Rules

Greg McCoy, Immediate Past Chair

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As stated at the 2019 Annual Section Meeting, the section's Standing Rules are in need of updating to reflect the changes in the roles and responsibilities of Section officers, to reflect changes in SAA guidelines, and other small changes. None of these fundamentally alter or change the Section's overall mission or objectives, and the majority of changes are in the sections related to Officers, Committees, and Elections. All major changes are listed below:

I. Membership

- NO CHANGES

II. Objectives:

- Expanded the Education statement (Section C) to include (but not limit) section programs to the Colloquium, BAS Workshop, conference calls, social media programs, etc.
- This removed the need for previous Section D regarding promoting the BAS Workshop as its now managed directly by the Section.

III. Governance

- NO CHANGES

IV. Officers

- All officer roles, responsibilities, and term lengths are now listed in this section. Previously the Member at Large and the Vice Editor descriptions were provided under Section VI - Elections.
- All elected members of Steering Committee are now Section officers. Previously the Vice Editor and Member at Large were not officers.
- Election slate development responsibility has been moved to the Chair from the Vice Chair. This was done as the Chair has actually conducted this work for the past several years and the Vice Chair's responsibility for developing the Colloquium is already quite time-consuming.
- Further documented the responsibilities of the Member at Large position as co-leader of the Early Career Members Committee.
- Added updated SAA-approved language pertaining to filling empty positions on Steering Committee so as not to disenfranchise members, and when special online elections are necessary.

V. Committees

- Eliminated references to the Section Content Committee as there has not been one for many years. Instead the Content Editor and Vice Content Editor have solely been doing this work using social media, the BAS Discussion Group and other online means.
- Added language regarding the Early-Career Member Committee and its purpose.

VI. Elections

- Removed role descriptions for Member at Large and Vice Content Editor as these were moved to Section IV Officers.
- Expanded on Part D. which states that an officer can only serve one office at a time to address when a Content Editor, following the conclusion of their existing term, would like to run for Vice Editor.

VII. Section Annual Business Meeting

- NO CHANGES

VIII. Amendments

- Updated Part C. to include new SAA-approved language pertaining to proposed amendments that are not approved by Steering Committee. Previously the petitioner had to bring these amendments to motion during the annual Section Meeting. In order to avoid disenfranchising anyone who can't attend the meeting in person, the new language provides a virtual path for their amendment to be heard by all Section members via the Section's microsite.

IX. Reporting

- NO CHANGES