



American Osteopathic College of Occupational and Preventive Medicine

BYLAWS (AND GOVERNANCE) COMMITTEE (COM-01)

Effective Date: _____

Next Review Date: _____ *Reviewer(s):* _____

Dates of Revisions: _____

1. The Purpose is to safeguard the integrity of the College.
2. The objective is to ensure the governing documents of the organization accurately reflect current operational practices of the AOCOPM and to benchmark best practices of similar professional organizations.
3. Procedure
 - 3.1. Conduct an annual review of the College's Constitution, Bylaws, and Policies and Procedures.
 - 3.2. If no amendments are deemed necessary, then the Committee shall introduce a resolution to the Board of Trustees at the Annual Meeting to affirm the governing documents without changes.
 - 3.3. Should Constitution and/or Bylaws amendments be deemed necessary, the Committee shall introduce the changes to the Board of Trustees. If the BOT accepts the suggested changes, then the proposed amendments will be placed on the Membership Meeting's agenda, after due notice has been given pursuant to the Section 17 of the Bylaws or Article VII of the Constitution.
 - 3.4. The Policies and Procedures may be changed at any time by a majority vote of the Board of Trustees.
4. Composition. The Chair and Vice Chair shall be appointed by the President. The Chair may assist the President in the appointment of other committee members as deemed necessary. For continuity, it is advisable that either the Chair or Vice Chair continue to serve on the Committee.

Revised: 7/10