

ARTICLE 3

MEETINGS

Section 1. NOTE: Refer to Constitution Part 4. Meetings of the Association for the following definitions:

- Quorum
- Annual General Meeting
- Board of Directors' Meeting
- Special Meeting
- Powers and Duties of the Board of Directors
- Order of Business
- Rules and Procedures at Meetings
- Resolutions
- Voting Powers and Procedures

Section 2. Adoption and Amendment of the Operating Code

- 2.1 Changes to the Operating Code shall be made at Association meetings (Annual/Board) with a majority vote of delegates present, and become effective on the date provided in the resolution. In the event that no date is provided in the resolution, the change(s) becomes effective immediately. Note Eligibility Rules are the Exception. See Eligibility Rules.
- 2.2 Athletic Directors should engender respect for the policies under which the Association's intercollegiate athletics are conducted. If it is felt that policies and regulations are in need of change, then the following procedure shall be followed:
- 2.2.1 A written amendment to the policy or rule along with a rationale for the amendment to be submitted to ones respective MC.
- 2.2.2 All requests by an Athletic Director shall be processed through his/her Conference Representative to the National Office not less than sixty (60) days prior to the AGM.
- 2.2.3 Requests for change and amendment received from the Conference Representative sixty (60) days prior to the AGM shall be included in the Spring Workbook for circulation to all Association members.
- 2.2.4 All MC will have an opportunity to review requests for change and amendments to policies and rules. Any changes to the policies and rules shall be made at Association meetings.
- 2.3 CCAA committees shall have the opportunity to submit requests for change and amendment sixty (60) days prior to the AGM to be included in the Spring Workbook for circulation to all Association members.

Section 3 Annual General Meeting Host Grid

- 3.1 The CCAA Annual General Meeting Host shall Alternate West-East as follows:

2012 - BCCAA
2013 - RSEQ

2014 - ACAC
2015 - ACAA
2016 - OCAA

Note: CCAA is responsible for Executive, Convenors and Staff expenses only. There will be no travel equalization of Conference Representatives.

Section 4 Semi-Annual Board of Directors Meeting

- 4.1 The CCAA Board of Director's Meeting shall be composed of the association Officers and one elected delegate from each Member Conference. In the case of a face to face meeting, the site will be predetermined at the preceding Annual General Meeting and as a rule centralized to reduce time and cost of travel.
- 4.2 CCAA is responsible for Executive, each of the (5) Conference Representatives and Staff expenses.