



RULES OF OPERATION

agInnovation

Board on Agriculture Assembly
Association of Public and Land-grant Universities

*Developed from a merger of the "By Laws of Experiment Station Section, Division of Agriculture" and "The Purposes, Organization and Procedures of the Experiment Station Committee on Organization and Policy (ESCOP)". Revised Xxxxxx 2025, March 2023, September 2019, September 2016, September 2012, September 2008, October 2005, September 2004, September 2003, September 2001, September 2000, September 1999; Adopted November 1998.

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ARTICLE I -- NAME

The name of this organization shall be agInnovation (hereafter called agInnovation or the Section), an entity and a member of the Board on Agriculture Assembly (BAA) of the Association of Public and Land-grant Universities (APLU). agInnovation was formally known as the Experiment Station Section. The Section is established in accordance with the rules of operation of APLU. The Section is also supported by agInnovation Non-profit, a 501(c)(3), described in Article VII.

ARTICLE II -- PURPOSE

The Section shall be composed of the directors of Agricultural Experiment Stations (AES) associated with the 1862 Land-grant Universities, including the Connecticut Agricultural Experiment Station at New Haven, and the directors of the Agricultural Research Programs at the 1890 Land-grant Universities. agInnovation represents the directors in their collective dealings with other units of APLU, coalitions, agencies of the federal government, farm organizations, commodity and agricultural business groups, professional societies, and the public with the primary goal of advancing agricultural research.

ARTICLE III -- MEMBERSHIP, ORGANIZATION AND FUNCTION

The individual members of the Section comprise the legislative body of the Section. The Section will hold semiannual business meetings, in the Fall (September or October, typically face-to-face) and one in the Spring (March or April). Interim business is handled by the Executive Committee of agInnovation and by the five regional associations. State Agricultural Experiment Station (SAES) directors are organized into four geographically based associations (agInnovation Northeast [formerly known as the Northeast Regional Association of State Agricultural Experiment Station Directors – NERA; agInnovation North Central [formerly known as the North Central Regional Association of State Agricultural Experiment Station Directors – NCRA]; agInnovation South [formerly known as the Southern Association of Agricultural Experiment Station Directors, and agInnovation West [formerly the Western Association of Agricultural Experiment Station Directors – WAAESD]). A fifth region is the Association of 1890 Research Directors, Inc. (ARD) which is comprised of the agricultural research directors of the 1890 Land-grant Universities.

These five regional associations arrange for and conduct their business independently, including the collection and disbursement of funds for purposes agreed to among the members of each association. These associations are autonomous, and their funds are not the responsibility of the Section, the BAA, or APLU, either as to program content or accountability. The five associations designate members to the agInnovation Executive Committee, make recommendations to the agInnovation Executive Committee and to the Section, and respond to proposals from the agInnovation Executive Committee and the Section.

For purposes of these Rules of Operation, the title "Director" refers to the Chief Operating Officer of agricultural research programs and his/her associate or assistant directors. The will of the Section's majority for issues that are ratified by, reported to, or recommended to APLU, shall be conveyed through the representative to the BAA Policy Board of Directors (PBD) to other officers or committees of APLU. The Section shall conduct its affairs in accordance with the Rules of Operation with one vote for each member.

The voting membership of the Section shall consist of one director from each of the 1862 and 1890 Land-grant Universities of the dues-paying member institutions of APLU. The Director of the National Institute of Food and Agriculture (NIFA), United States Department of Agriculture (USDA) (or his/her designee), the five regional association Executive Directors, and the Vice President, Food, Agriculture and Natural Resources for APLU shall be ex-officio, non-voting members of the Section.

ARTICLE IV -- AFFILIATED GROUPS

The Section provides for interaction with other groups involved in research that is similar or complementary to the research done within SAESs (1862) and the Agricultural Research Programs (1890) through their affiliation with the Section. Presently established affiliated groups are the Board on Health and Human Sciences (BHS), Board on Natural Resources (BNR), the National Association of University Forest Resources Programs (NAUFRP), the Board on Veterinary Medicine (BVM) and the First Americans Land-grant Consortium (FALCON). The NAUFRP, which includes institutions that are not members of APLU, is presently affiliated with the Section.

ARTICLE V -- OFFICERS AND RESPONSIBILITIES

agInnovation Officers

The officers of the Section are: Chair, Chair-Elect, and immediate Past-Chair, each serving one-year terms; and a representative from the Section to the APLU BAA PBD elected for a two-year term (as per the Rules of Operation of the BAA). The Executive Director from the region of the Chair shall serve as the Executive Vice Chair of the Section. The one-year terms of the Chair, Chair-Elect, and Past Chair shall expire at the close of the Fall agInnovation business meeting. The BAA PBD representative serves for two years with his/her term expiring at the close of the annual meeting of APLU in the last year of his/her term.

Nomination and Confirmation of Chair-Elect

The nominations for Chair-Elect shall be made by the respective regional association according to the rotation schedule below. The nominee is presented for confirmation by the Chair as a seconded motion from the EC at the Fall agInnovation meeting. The agInnovation Chair rotates among the five regions in the following order: ARD, agInnovation West, agInnovation Northeast, agInnovation North Central, and agInnovation South.

Election of the BAA Policy Board of Directors' Representative

According to the rules of the BAA PBD, the agInnovation representative serves a two-year term and may be elected to serve an additional two-year term. The election shall be conducted by the BAA either by electronic or mail ballot.

Nominees to the BAA PBD from the Section shall be currently serving as a Chief Operating Officer of an 1862 AES and, preferably, shall have served in an agInnovation leadership role. Two nominees are needed for each election cycle. These nominations for the PBD representative shall be solicited from the four regional associations (agInnovation North Central, agInnovation Northeast, agInnovation South, and agInnovation West) at the spring meetings and submitted to the EC which will select the two nominees. If the incumbent Section representative is eligible and willing to serve for an additional term, they will automatically be a nominee. The nominee receiving the most votes is elected, and the other nominee serves as the alternate. The duties of the representative to the BAA PBD are described in the BAA Rules of Operation (Article III, Section 4).

Duties of agInnovation Officers

Chair. The Chair provides leadership, direction, and counsel for all activities of the Section in its collective relationships with other units of APLU, organizations contracted to act on behalf of agInnovation, the regional associations, agencies of the federal government, coalitions, farm organizations, commodity and agricultural business groups, professional societies, and the public. The Chair initiates action on issues of importance referred to agInnovation by the regional associations and they chair meetings of the Section and the EC. The Chair approves agendas for these meetings, assigns duties, and coordinates the activities of all standing and technical committees and appoints *ad hoc* committees. The Chair also is responsible for maintaining communications through the representative to the BAA PBD, to the APLU BAA, and between agInnovation and other units of APLU.

Executive Vice-Chair. The Executive Vice-Chair performs those responsibilities delegated by the Chair. Those duties include staff support such as: development of agendas and minutes of meetings (and posting), policy option statements, and drafts of testimony; follow-up on agInnovation committee activities and initiatives; identification of possible nominees for various agInnovation committees; and continuing liaison with agencies of the federal government, coalitions, farm organizations, commodity and agricultural business groups, professional societies, and the public.

The Executive Vice-Chair provides direct and continual support to the Chair, monitors day-to-day activities affecting the Section, notifies the Chair when Section attention or action is appropriate, coordinates arrangements for meetings of the Section (with the exception of the Fall agInnovation meeting: see *Chair-Elect*), and assures that the documents and materials required to conduct the business of the Section are available to the Chair and others as appropriate. The Executive Vice-Chair prepares and provides any proposed

resolutions to the Chair.

Chair-Elect. The Chair-Elect shall serve as Chair in the absence of the Chair and becomes the Chair for the remainder of the term, should the Chair resign or otherwise be unable to serve. The Chair-Elect shall undertake other duties as the Section Chair may direct. The Chair-Elect is responsible for developing the program of the Fall agInnovation meeting and serves as the meeting host. As such, the Chair-Elect (or their designee) is charged with meeting venue selection and coordination of meeting logistics typically utilizing the meeting services of their home institution or a contract provider.

Past-Chair. The Past-Chair serves as Chair in the absence of the Chair and Chair-Elect. The Past-Chair shall also serve as the chair of the Finance Committee. Should the Past-Chair be unable to serve their full 1-year term, the Executive Vice Chair of the Finance Committee will serve as the Finance Committee chair until the next Past-Chair assumes their appointment.

Representative to the BAA PBD. The representative to the BAA PBD represents the interests of the Section to the BAA PBD. The representative shall prepare an agenda brief for presentation during the Section meeting (usually in September; see also BAA Rules of Operation, Article III, Section 4).

agInnovation Meetings

agInnovation shall meet at least twice during each calendar year, once face-to-face in the Fall and the other virtually in the Spring. Approximately every three years, agInnovation will collaborate with the Cooperative Extension Section to co-host a joint, face-to-face meeting in the Fall, taking the place of the agInnovation-only Fall meeting.

agInnovation Business Meeting Agenda

In advance of each agInnovation meeting, the Chair shall request members to submit items for the business meeting agenda, including any actions from the regional associations, actions from the EC, and agenda briefs from the chairs of all standing committees, subcommittees, ad hoc committees, and task forces. The Chair shall distribute the business meeting agenda and supplementary materials to all members at least one week prior to the meeting.

ARTICLE VI -- AGINNOVATION COMMITTEES

agInnovation Committees

The functions of the Section are accomplished principally through the work of its standing committees, subcommittees, ad hoc committees, and task forces. Standing committees are permanent committees essential to the function of the Section; they are described below in detail. Subcommittees and ad hoc committees are established by approval of the agInnovation Chair, and they function indefinitely, subject to making progress and/or at the discretion of the Chair. Task forces are temporary and function for defined periods of time, work with specific charges, and report to a sponsoring standing committee. The composition of the subcommittees, ad hoc committees, and task forces is

determined by the standing committee suggesting the establishment of such a group.

A Chair and a Vice-Chair are identified by standing committees. Furthermore, to provide staff support to standing committees, each standing committee is assigned an Executive Director from one of the five regional associations to serve as that standing committee's Executive Vice-Chair. The Executive Directors collectively and collaboratively determine the assignment of the Executive Vice-Chair to the standing committees.

To allow an orderly rotation of committee membership, regional representatives to the standing committees are nominated by the respective regional associations for staggered terms, depending on the committee and are approved by the agInnovation Chair. Individuals may be reappointed to consecutive terms by the regional associations. When possible, appointments from a region should be staggered to provide continuity. A quorum for all standing committees is considered to be the attendance by a majority of the voting members. Last, each standing committee is authorized to form subcommittees.

agInnovation Standing Committees **agInnovation Executive Committee.**

The agInnovation Executive Committee (herein called the Executive Committee or EC) is empowered to formulate policy and to act on behalf of the Section, subject to the will of the Section as expressed at business meetings of the Section (face-to-face or virtual), or through referenda conducted during the interim between business meetings. The EC handles continuing business and attends to organization and policy matters, often through relationships within APLU; with coalitions; with agencies of the federal government; and with farm organizations, commodity, agribusiness groups, and professional societies referred to it by the Section or by regional associations. The EC shall handle continuing business, and organization and policy issues generated within EC, or referred to the EC by the Section, BAA, APLU, or the regional associations.

The voting members of the EC shall include:

- Chair
- Chair-Elect
- Immediate Past-Chair
- Section representative to the BAA PBD
- One member elected from each of the five regional associations. The regional representative serves a one-year term, and that member can be re-elected with no term limit.
- Chairs of the agInnovation standing committees:
 - Budget and Legislative Committee
 - Diversity Catalyst Committee
 - Finance Committee
 - National Plant Germplasm Coordinating Committee
 - National Research Support Project Review Committee
 - Science and Technology Committee

Non-voting ex-officio members and non-voting liaison representatives include:

- Director, NIFA
- Executive Directors (EDs) of the five regions
- Vice President of Food, Agriculture, and Natural Resources for APLU
- Liaison Representatives (one representative from each):
 - Academic Programs Committee on Organization and Policy
 - Council for Agricultural Research, Extension and Teaching
 - Extension Committee on Organization and Policy
 - International Committee on Organization and Policy

Other ex-officio members and non-voting liaisons may be appointed to the EC by the Chair.

Executive Committee Meeting Times

The Executive Committee shall meet as frequently as needed or as determined by the Section Chair. One such meeting of the EC will continue to be held at the BAA Summer Leadership Meeting (formerly, Joint COPs) for as long as this event is held.

Executive Committee Meeting Agenda

In advance of each EC meeting, the Chair shall request members to submit items for the agenda, including any actions from the regional associations that were referred to the EC as well as items from the chairs of standing committees, subcommittees, ad hoc committees, and task forces. The Chair shall distribute the agenda and supplementary materials to all members at least one week prior to the EC meeting.

Budget and Legislative Committee.

The Budget and Legislative Committee (BLC) is charged with developing annual justifications for the federal budget process, in consultation with the BAA Budget and Advocacy Committee and others, recommending appropriate budgets and linked to legislative initiatives. The Chair of this committee serves a two-year term and rotates among the four regions in the following order: agInnovation North Central, agInnovation West, agInnovation Northeast, and agInnovation South. While the BLC includes representation from the ARD, this region is not included in the rotating BLC Chair because the ARD is separately represented on the BAC. As outlined in the Rules of the BAA and PBD, the agInnovation BLC Chair is, by definition, a member of the BAA Budget and Advocacy Committee (BAC) and the Committee on Legislation and Policy (CLP). In addition, the ARD also has, by definition, a seat on the BAC and CLP. The ARD representatives are appointed by the ARD Chair.

The voting members of the Budget and Legislative Committee include:

- Chair
- Two Representatives from each of the five SAES/ARD regions, one serves as

Vice-Chair

Non-voting ex-officio members and non-voting liaison representatives include:

- ECOP
- APLU Board on Human Sciences
- APLU Board on Natural Resources
- APLU Board on Veterinary Medicine
- APLU Government Affairs Advocacy Consultant
- APLU Vice President of Food, Agriculture and Natural Resources
- Regional Executive Director who serves as the Executive Vice Chair

Diversity Catalyst Committee.

The Diversity Catalyst Committee (DCC) champions a long-term diversity and inclusion agenda for ESS/ARD with goals, metrics, timelines, implementation activities, and continuity of practice. The DCC engages in topics of diversity and inclusion in research leadership across the Land-grant university system, provides ideas and actions for consideration, and supplements institutional, regional, and national diversity and inclusion efforts. Lastly, the DCC serves as the review team for the National agInnovation Diversity, Equity, and Inclusion Awards. In doing so, the DCC is charged with selecting the award winners and notifying the agInnovation Chair.

The voting members of the Diversity Catalyst Committee include:

- Chair
- One or Two representatives from each of the five SAES/ARD regions
- APLU representative
- APS 1890 representative
- Diversity professional from a member institution
- ECOP representative
- NIFA Civil Rights Office
- Regional association EDs and ADs
- Regional Executive Director who serves as the Executive Vice Chair
- Regional Assistant Director

Finance Committee.

The Finance Committee has a direct oversight role regarding decisions that impact Section funds. The Section delegates supervisory responsibility for the management of Section funds to the Finance Committee.

The voting members of the Finance Committee include:

- Past- Chair (who also serves as chair of the Finance Committee)
- Chair-Elect
- Section Chair
- Two at-large members (2-year term, renewable, from regions not represented by the Past-Chair, Chair-Elect, and current Section Chair)

Non-voting ex-officio members and non-voting liaison representatives include:

- Regional Executive Director who serves as the Executive Vice Chair

The Finance Committee shall draft and present a budget and budget narrative to the EC, for review and approval prior to presenting the budget to the Section during the Fall agInnovation meeting ; act in an advisory capacity and give counsel regarding financial matters affecting the organization; coordinate payments/reimbursements from Section operating funds with appropriate APLU offices and personnel (e.g., Vice President of the Office of Food, Agriculture and Natural Resources and Office of Finances); conduct an orientation for the Section and/or the EC on income and expenses; and review the investment plan annually. The specific responsibilities of the Finance Committee and the investment policies of the Section are described in the "Investment Policy of agInnovation". The Finance Committee shall also work collaboratively with the agInnovation Non-profit (see Article VII).

A description of budget approval and assessment setting can be found in Article VI – Assessments and Budgets.

National Plant Germplasm Coordinating Committee.

The National Plant Germplasm Coordinating Committee (NPGCC) promotes a stronger, more efficient, more widely recognized and better utilized National Plant Germplasm System (NPGS). Its goals are to facilitate the coordination of ARS, NIFA and SAES planning and assessment mechanisms for NPGS policy, organization, operations and support; promote awareness and understanding of the NPGS across ARS, NIFA, and SAES and, more broadly, to the scientific community; and serve as a vehicle for improving communications and discussions about issues impacting the NPGS with ARS, SAES, and NIFA. It assesses, develops and recommends to the ARS, NIFA and SAES strategies for improved coordination of NPGS activities; develops and recommends a process for improved communication of the value of the NPGS; initiates a strategic planning effort for the NPGS to better define and communicate the vision, mission and short- and long-term goals; and evaluates current funding models for the NPGS and reports findings to the ARS, NIFA and SAES directors.

The voting members of the National Plant Germplasm Coordinating Committee include:

- Chair, a representative from a regional association
- One representative from each of the other four SAES regions (preferably from an institution that is a host of regional germplasm center)
- Three representatives from USDA ARS
- Two representatives from NIFA that could include the National Program Leader and a regional administrator

Non-voting ex-officio members and non-voting liaison representatives include:

- AOSCA

- ASTA
- NAPB
- PBCC
- Regional Executive Director who serves as the Executive Vice Chair

National Research Support Project Review Committee.

The National Research Support Project (NRSP) Review Committee (NRSP RC) is charged with establishing criteria for the annual review of NRSPs and for review of proposals for revised or new NRSPs; annually reviewing progress and budget for existing NRSPs; developing and overseeing the process of review of proposals for revised and new NRSPs including selection of reviewers, establishment of protocols for the review, and development of the specific charges to the review panel; recommending to agInnovation the establishment of new NRSPs, continuation of revised NRSPs and continuation of existing NRSPs; advocating for the NRSP system by assuring a documentation system is in place including development of impact analysis; and assuring that the NRSP portfolio is monitored and is responsive to research support needs identified by agInnovation or the NRSP RC. The NRSP RC shall be subject to all procedures and policies in the current NRSP Guidelines. The Chair of this committee serves a two-year term and rotates among the four regions in the following order: agInnovation North Central, agInnovation West, agInnovation Northeast, and agInnovation South. The Chair also calls meetings to order as needed, drafts official correspondence on behalf of the committee, and arranges for hosting in-person NRSP RC meetings if they take place.

The voting members of the National Research Support Project Review Committee include:

- Chair
- One representative from each of the four SAES regions appointed by the regional association chair
- One representative from the ARD region, appointed by the ARD Chair
- Two Regional Executive Directors, one to serve as Executive Vice-Chair (when the chair is from their region) and one as member (from the region of the incoming chair)
- One representative from Extension appointed by the agInnovation Chair following the recommendation of the ECOP Chair
- One representative from NIFA following the recommendation of the NIFA Director
- One stakeholder representative, possibly a CARET representative, approved by the agInnovation Chair

Science and Technology Committee.

The Science and Technology Committee (STC) is charged with promoting and enhancing science and technology in the Land-grant university system. The committee will assist agInnovation to identify future directions and anticipate and respond to research needs and funding opportunities. The committee will

assist in linking science and technology programs to multistate and national research programs. The committee will recommend how the Section will respond to reports, recommendations, and planning documents from the national science community. This committee will provide guidance to the Section's strategic planning and priority setting. Lastly, the STC serves as the review team for the agInnovation Award for Excellence in Multistate Research and the agInnovation Agricultural Research Innovation Award of Excellence and selects the award winner on behalf of the Section.

The voting members of the Science and Technology Committee include:

- Chair
- Two representatives from each of the five SAES/ARD regions, one serves as Vice-Chair

Non-voting ex-officio members and non-voting liaison representatives include:

- ARS
- ERS
- NIFA
- Chair of the National Integrated Pest Management Committee (NIPMCC)
- Chair of the Social Sciences Subcommittee (SSSC)
- Other organizations including OSTP, other COPs, and other federal agencies as appropriate (i.e., NASA, EPA, DOE)
- Regional Executive Director who serves as the Executive Vice Chair

agInnovation Committee Reports

Reports (also called agenda briefs) from the agInnovation committees will be sought prior to business meetings of the Section or the Executive Committee.

Such reports should include:

- The committee's actions and activities since the previous time the committee submitted a report. If applicable, the committee's plans for the next year or the committee's charge.
- Specific requests for approval of committee actions or recommendations by the Executive Committee or Section.
- Suggestions concerning the committee's future.
- Committee membership changes.

These reports may be delivered as agenda briefs at any of the Section or Executive Committee meetings and will be recorded in the meeting's minutes.

agInnovation Publications

Proposals to prepare publications by the Section, its committees and subcommittees, or any special group representing the Section, should be submitted to the Chair for approval in advance of preparation. Procedures for undertaking an agInnovation publication are outlined in "[Guidelines](#)" on the ESCOP website. The ESCOP website will serve as the repository for all ESCOP publications.

agInnovation Representation to Other Groups

agInnovation provides liaison representatives to a variety of other committees, agencies, associations, and organizations. These representatives are appointed by the Chair after consultation with the Executive Committee. Within APLU, these appointments include: ACOP, CARET, ECOP, and ICOP. Outside the APLU and upon the recommendation of members of agInnovation, the Chair appoints agInnovation members to organizations including but not limited to NCFAR and FFAR.

ARTICLE VII -- AGINNOVATION NON-PROFIT (501(C)(3))

Incorporation and Non-profit Status

On August 4, 2023, the state of Nevada certified that agInnovation filed the original Articles of Incorporation-Nonprofit and on May 15, 2024, the Internal Revenue Service determined that agInnovation nonprofit is exempt from federal income tax under the Internal Revenue Code (IRC) Section 501(c)(3).

Relationship between agInnovation and agInnovation Non-profit

In this relationship, the non-profit organization, operating as a 501(c)(3), serves as a supportive subsidiary of its parent organization, agInnovation. Much like a foundation assists a university, the non-profit focuses on support and enhancement of current business practices at the national level (e.g., offsetting the cost of professional development opportunities and accepting charitable donations) and aiding regional association efforts (e.g., engaging in meeting contracts, invoice payments, and accepting charitable donations). The intent of the relationship is to advance the strategic goals and initiatives of agInnovation and its regional associations. While the non-profit maintains its own governance and compliance with federal tax regulations, its primary role is to provide financial and operational support for activities that are not otherwise allowable or readily executed by the APLU (host of the agInnovation operating account) or the regional associations of agInnovation. Collectively, this ensures that the parent organization, agInnovation, has the resources needed to drive its mission and support its purpose as described in Article II -- Purpose.

ARTICLE VIII -- ASSESSMENTS AND BUDGETS

Assessments

Assessments that are invoiced through APLU shall be a single annual request and conducted in an orderly process in accordance with the following schedule:

- Referendum development shall be discussed at any agInnovation or Executive Committee meeting for presentation to the Section at the Fall agInnovation meeting.
- Written or electronic announcement of the intent to conduct a referendum shall be made to all Section members, once the referendum has been proposed.
- Referendum voting shall be by electronic balloting conducted after the Section members have received formal notification of the assessment

referendum. Thirty days' notice of the referendum is required prior to balloting.

- A two-thirds (2/3) majority of those voting is required for adoption of an assessment referendum. All member institutions will be assessed if the question passes.
- Invoicing by APLU of member institutions shall be initiated in the early calendar year following the referendum.
- Assessment payments are due by June 30 following the referendum.

Budgets

The budget of agInnovation coincides with the calendar year, coincident with the APLU assessment billing cycle and fiscal year.

The Finance Committee, in consultation with the incoming agInnovation Chair and Executive Vice-Chair shall draft and present a budget and budget narrative to the EC, for review and approval prior to presenting the budget to the Section during the I Fall agInnovation meeting. Budget voting will be conducted by electronic ballot in conjunction with the assessment referendum, no sooner than 30 days after the presentation of the budget to the Section. Approval of the budget is by a simple majority of those voting. At each subsequent Section or EC meeting during the year, the Finance Committee Chair will provide written or oral budget updates, whichever is most appropriate.

The agInnovation Chair may request the expenditure of assessed funds up to \$5,000 per request (and no more than \$20,000 total for all requests each calendar year) with authorization by a simple majority of the Finance Committee. Expenditure of funds greater than \$5,000 and less than \$20,000 in a single request requires the approval by simple majority of the EC. Expenditures greater than \$20,000 require approval by simple majority of the Section.

ARTICLE IX -- QUORUM

For purposes of doing agInnovation or EC business, a quorum shall consist of a majority of the duly constituted voting membership at any officially called meeting for which a written notice and agenda are sent out at least one (1) week in advance of the meeting. A simple majority resolves all issues except amendments to the Rules of Operation and questions on financial assessments, which shall require a two-thirds majority of those voting.

For any face-to-face Section or EC meeting, during which a voting member is not in attendance, the voting member may designate a proxy, executed in writing via email, and received by the Executive Vice-Chair prior to the specific meeting. The proxy is valid for only the specified meeting. Only one actual vote is allowed per member, either as a regular voting member or by proxy.

ARTICLE X -- PARLIAMENTARY AUTHORITY

All agInnovation and EC meetings shall be held in an orderly and civil manner to

achieve an objective decision by those present and voting. Should there be a parliamentary challenge, it shall be answered by referring to the most current edition of Roberts' Rules of Order.

ARTICLE XI -- AMENDMENT TO RULES OF OPERATION

These Rules of Operation may be amended at any business meeting of the Section provided the proposed amendment has been shared (electronically or as hard copy) to all members at least 30 days in advance of the discussion of the amendment(s) at a duly called meeting of the Section. An amendment is passed by a two-thirds majority of those voting.