

Characteristics of Programs, Special Committees and Standing Committees

Updated: Rev 2, 20-Apr-2017 (bab)

	Programs	Ad-hoc Committees	Standing Committees
Who can create	Association, Exec Board, VP of Volunteers	Association, Exec Board	Association, Exec Board
Length of existence	Discretionary	School Year (PTA term)	Perpetual
Has Board authority	No	Yes, if granted	Yes, if granted
How voted in	Majority vote at any meeting	Majority vote at any meeting	Majority vote at <u>Association</u> meeting with notice, or 2/3 vote without notice after amending change
Bylaws change needed	No	No	Yes: quorum and S.R.'s
Where recorded	Policies & Procedures, PTA Roster, Website	Policies & Procedures, PTA Roster, Website	Standing Rule #10; Bylaws, Article VIII, Section 7(b); Policies & Procedures; unit PTA Roster; unit website.
Chair or Coordinator	Coordinator	Chair	Chair
Chair appointed by	VP of Volunteers	President, as ratified	President, as ratified
Chair term limit	None	One year; two if ratified by Exec Board and <u>Association</u>	One year; two if ratified by Exec Board and <u>Association</u>
Member of Exec Board	No	No	Chair only
Can vote at Exec Board	No	No	Chair only
Exec Board presence	Guest	Requested (SR change)	Board member
Can have co-chairs	Yes	No	No
Can have assistants	Yes	Yes, appointed by President, ratified by Exec Board	Yes, appointed by President, ratified by Exec Board
Members	Chosen by Coordinator, and/or VP of Volunteers	Appointed by President	Appointed by President
Must have meetings	No	Yes, at least one	Yes
Quorum requirement	None	Majority of members	Majority of members
Reports to	VP of Volunteers	Exec Board	Exec Board
Chair removal by	VP of Volunteers	Exec Board, then Council and District	Exec Board, then Council and District
Reports are required	No, except as VP of Volunteers requests	Yes, to Exec Board	Yes, to Exec Board
Reports created by	Coordinator or member	Chair or Assistant	Chair or Assistant