

# Education Fair Standing Rules

## Standing Rule #1 – Required Education Fair Scheduling

With respect to Article III, Section 2C, dealing with the requirements of sponsoring Education Fairs annually as a condition of membership, member organizations are required to schedule events during the fiscal year according to their level of membership (outlined in Standing Rule #3 below).

The following will constitute satisfaction of one (1) education fair:

1. Serving at least six months in a Board of Directors officer capacity;  
or
2. Completion of a designated Special Project by the Board, designated as equivalent.  
or
3. Co-sponsoring two events (each co-sponsored event counts as .5 of an education fair

## Standing Rule #2 – Education Fair Defined

With respect to what constitutes an education fair, the following will serve as a guideline to satisfy the membership requirement of education fairs:

1. Organization of an education fair in the greater Tampa Bay area at a company/ organization which includes at least one-half of the active membership
2. Organization of an education fair at a company/ organization which lasts for a minimum of two-hours and employees at least 100 individuals.
3. Multi-day, same location education fairs for the same company/organization within 30 days constitute only one (1) education fair.
4. Multi-day, multi- location fairs for the same company/organization may constitute multiple education fairs.

## Standing Rule #3 – Membership Dues – Sliding Scale

1. With respect to Article VIII, Section 3A dealing with payment of dues, the board adopts the following policy based on level of member participation selected by the institution:
  - a. For new membership, dues will be \$400 for the first year and then adjusted the following year based upon participation outlined below in items b - e.
  - b. For an institution organizing 6 or more education fairs, dues will be waived.
  - c. For an institution organizing the equivalent of 2 education fairs the amount of dues shall be \$300.00
  - d. For an institution organizing the equivalent of 0 education fairs, the amount of dues shall be \$400.00
  - e. For an institution that offers a limited number of specialty programs, organizes the equivalent of 0 education fairs, and attends 5 or less events per year, the amount of dues shall be \$350. Eligibility for this status must be approved by the Board.

#### **Standing Rule #4 –Corporate Contact Relationship**

Should a member school commence an education fair relationship with a company under the education fair requirement to fulfill their obligation with this organization, the other member schools will refrain from impinging on this relationship. The standing rule is designed to ensure consistency in our representation as an organization. Should the member school fail to consistently maintain said relationship, another school may step in on the organization's behalf, after two-thirds approval of the Board of Directors

The Corporate Contact list shall be maintained as assigned by the Board of Directors.

Violators of this standing rule may face the following penalties:

1. Forfeiture of credit for scheduled event.
2. Forfeiture of attendance at scheduled education fair.
3. Other penalties as assessed by the Board of Directors.

#### **Standing Rule #5 – Table Location Preference**

The member school arranging for the education fair shall have first choice on the "best table." This should encourage the member schools to schedule education fairs to optimize their respective schools.

Should the representative from the member school not be present five minutes prior to the start of the event they will forfeit their right to the best table.

#### **Standing Rule #6 – Professional / Ethic Behavior**

Member schools should behave professionally and take care to act ethically. Representatives should be conscious of company/ organization policies and procedures regarding solicitation, safety and operations.

## **Membership Standing Rules**

### **Standing Rule #1 - Meeting Attendance**

With respect to membership responsibilities Section 2B, all member institutions are expected to be represented at all general membership meetings during the fiscal year. That is to say those member institutions must not miss more than two consecutive membership meetings in a year. Member institutions found not in compliance with this rule may be put on probation, forfeit education fair attendance, or have their membership terminated based on a 2/3 majority decision of the Board of Directors.

### **Standing Rule #2 – Membership Term**

With respect to membership application Section 3B, the term of membership shall be on an annual basis. Institutions will not be considered members until their completed application form, including dues has been received and approved by a 2/3 majority vote of the Board of Directors.