

ASIA PACIFIC THEOLOGICAL ASSOCIATION

CONSTITUTION

PREAMBLE

The Asia Pacific Theological Association was established as a result of the expressed desires of Assemblies of God Bible schools in the Asia Pacific region. This association is a cooperative effort among these and other Pentecostal/Charismatic schools in the region who embrace their purposes, to provide assistance in the development and effectiveness of their ministry training programs.

ARTICLE I. HISTORY

In April 1987 at a meeting representative of the sixteen four-year Bible schools in the Asia Pacific region and the Far East Advanced School of Theology (FEAST), now named Asia Pacific Theological Seminary (A.P.T.S.), the participants unanimously proposed that the Far East Bible Schools Regional Office (FEBSRO), later renamed Asia Pacific Bible Schools Regional Office (APBSRO) and now named the Bible Schools Division of the Asia Pacific Education Office, prepare preliminary documents and lead in the development of a theological association for the region.

At the East Asia Educational Conference in September 1987, delegates from the regional schools unanimously endorsed this proposal. A working committee was established to further develop the Association under the coordination of FEBSRO. The working committee met a number of times from 1987 through 1989 to refine the purposes of the proposed association and develop a constitution, bylaws, and accreditation standards. Applications were received for charter membership through June 1989. A General Assembly of charter member schools was scheduled for September 1990 to approve the foundational documents and formally establish the Association.

ARTICLE II. NAME

The name of the organization will be the **ASIA PACIFIC THEOLOGICAL ASSOCIATION (APTA)**.

ARTICLE III. FUNDAMENTALS OF FAITH

The Asia Pacific Theological Association subscribes to the following statement of fundamental truths.

STATEMENT OF FUNDAMENTAL TRUTHS

The Bible is our all-sufficient rule for faith and practice. This Statement of Fundamental Truths is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing, 1 Corinthians 1:10; Acts 2:42). The phraseology employed in this statement is not inspired or contended for, but the truth set forth is held to be essential to a full gospel ministry. No claim is made that it contains all Biblical truth, only that it covers our need as to these fundamental doctrines.

1. **The Scriptures Inspired.** The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Timothy 3:15,17; 1 Thessalonians 2:13; 2 Peter 1:21).
2. **The One True God.** The one true God has revealed himself as the eternally self-existent "I AM," the Creator of heaven and earth and the Redeemer of mankind. He has further revealed himself as embodying the principles of relationship and association as Father, Son, and Holy Ghost (Deuteronomy 6:4; Isaiah 43:10, 11; Matthew 28:19; Luke 3:22).

The Adorable Godhead

- a. **Terms Defined.** The terms trinity and persons, as related to the Godhead, while not found in the Scripture, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrines of Christ respecting the Being of

God, as distinguished from "gods many and lords many." We, therefore, may speak with propriety of the Lord our God, who is One Lord, as a Trinity or as one being of three persons, and still be absolutely scriptural (examples, Matthew 28:19; 2 Corinthians 13:14; John 14:16,17).

- b. ***Distinction and Relationship in the Godhead.*** Christ taught a distinction of persons in the Godhead which He expressed in specific terms of relationship, as Father, Son, and Holy Ghost, but that this distinction and relationship, as to its mode is inscrutable and incomprehensible, because unexplained (Luke 1:35; 1 Corinthians 1:24; Matthew 11:25-27; 28:19; 2 Corinthians 13:14; 1 John 1:3,4).
- c. ***Unity of the One Being of Father, Son, and Holy Ghost.*** Accordingly, therefore, there is that in the Son which constitutes Him the Son and not the Father; and there is that in the Holy Ghost which constitutes Him the Holy Ghost and not either the Father or the Son. Wherefore, the Father is the Begetter; the Son is the Begotten; and the Holy Ghost is the One proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in a state of unity, there is but one Lord God Almighty and His name one (John 1:18; 15:26; 17:11,21; Zechariah 14:9).
- d. ***Identity and Cooperation in the Godhead.*** The Father, the Son, and the Holy Ghost are never identical as to persons; nor confused as to relation; nor divided in respect to the Godhead; nor opposed as to cooperation. The Son is in the Father and the Father in the Son as to relationship. The Son is with the Father and the Father is with the Son, as to fellowship. The Father is not from the Son, but the Son is from the Father as to authority. The Holy Ghost is from the Father and the Son proceeding, as to nature, relationship, cooperation, and authority. Hence no person in the Godhead either exists or works separately or independently of the others (John 5:17- 30, 32, 37; 8:17, 18).
- e. ***The Title, Lord Jesus Christ. The appellation Lord Jesus Christ is a proper name.*** It is never applied in the New Testament either to the Father or to the Holy Ghost. It, therefore, belongs exclusively to the Son of God (Romans 1:1-3, 7; 2 John 3).

- f. ***The Lord Jesus Christ, God with us.*** The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is, therefore, acknowledged to be both God and man; who, because He is God and man, is "Immanuel," God with us (Matthew 1:23; 1 John 4:2, 10, 14; Revelation 1:13,17).
- g. ***The Title, Son of God.*** Since the name Immanuel embraces both God and man, in the one person, our Lord Jesus Christ, it follows that the title "Son of God" describes His proper deity, and the title "Son of Man," His proper humanity. Therefore, the title "Son of God" belongs to the order of eternity, and the title "Son of Man" to the order of time (Matthew 1:21-23; 2 John 3; 1 John 3:8; Hebrews 7:3; 1:1-13).
- h. ***Transgression of the Doctrine of Christ.*** Wherefore, it is a transgression of the doctrine of Christ to say that Jesus Christ derived the title Son of God solely from the fact of the Incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and the Son is a real and eternal Son, is a denial of the distinction and relationship in the Being of God, a denial of the Father and the Son, and a displacement of the truth that Jesus Christ is come in the flesh (2 John 9; John 1:1,2,14,18,29,49; 1 John 2:22,23; 4:1-5; Hebrews 12:2).
- i. ***Exaltation of Jesus Christ as Lord.*** The Son of God, our Lord Jesus Christ, having by himself purged our sins, sat down on the right hand of the Majesty on high, angels and principalities and power having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Ghost that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son will become subject to the Father that God may be all in all (Hebrews 1:3; 1 Peter 3:22; Acts 2:32-36; Romans 14:11; 1 Corinthians 15:24-28).
- j. ***Equal Honor to the Father and to the Son.*** Therefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it

is an unspeakable joy in the Holy Ghost to ascribe unto the Son all the attributes of deity, and to give Him all the honor and the glory contained in all the names and titles of the Godhead except those which express relationship (see paragraphs b, c, and d), and thus honor the Son even as we honor the Father (John 5:22,23; 1 Peter 1:8; Revelation 5:6-14; Philippians 2:8,9; Revelation 7:9,10; 4:8-11).

3. **The Deity of The Lord Jesus Christ.** The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:
 - a. His virgin birth (Matthew 1:23; Luke 1:31, 35).
 - b. His sinless life (Hebrews 7:26; 1 Peter 2:22).
 - c. His miracles (Acts 2:22, 10:38).
 - d. His substitutionary work on the cross (1 Corinthians 15:3; 2 Corinthians 5:21).
 - e. His bodily resurrection from the dead (Matthew 28:6; Luke 24:39; 1 Corinthians 15:4).
 - e. His exaltation to the right hand of God (Acts 1:9, 11; 2:33; Philippians 2:9-11; Hebrews 1:3).
4. **The Fall of Man.** Man was created good and upright; for God said, "Let us make man in our image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Genesis 1:26,27; 2:17; 3:6; Romans 5:12-19).
5. **The Salvation Of Man.** Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.
 - a. **Conditions to Salvation.** Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Ghost, hope of eternal life (Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; Titus 2:11; 3:5-7).

- b. **The evidences of Salvation.** The inward evidence of salvation is the direct witness of the Spirit (Romans 8:16). The outward evidence to all men is a life of righteousness and true holiness (Ephesians 4:24; Titus 2:12).

6. **The Ordinances Of The Church**

- a. **Baptism in Water.** The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life (Matthew 28:19; Mark 16:16; Acts 10:47,48; Romans 6:4).
- b. **Holy Communion.** The Lord's Supper, consisting of the elements--bread and the fruit of the vine--is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4); a memorial of His suffering and death (1 Corinthians 11:26; and a prophecy of His second coming (1 Corinthians 11:26); and is enjoined on all believers "till He come!"

- 7. **The Baptism In The Holy Ghost.** All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Ghost and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian church. With it comes the endowment of power for life and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4, 8; 1 Corinthians 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 11:14-16; 15:7-9). With the baptism of the Holy Ghost come such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Hebrews 12:28), an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word, and for the lost (Mark 16:20).

- 8. **The Initial Physical Evidence Of The Baptism In The Holy Ghost.** The baptism of believers in the Holy Ghost is witnessed by the initial physical sign of speaking with other tongues as the Spirit

of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Corinthians 12:4-10, 28), but different in purpose and use.

9. **Sanctification.** Sanctification is an act of separation from that which is evil, and of dedication unto God (Romans 12:1,2; 1 Thessalonians 5:23; Hebrews 13:12). Scriptures teach a life of "holiness without which no man shall see the Lord" (Hebrews 12:14). By the power of the Holy Ghost we are able to obey the command: "Be ye holy, for I am holy" (1 Peter 1:15,16). Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Romans 6:1-11,13; 8:1,2,13; Galatians 2:20; Philippians 2:12,13; 1 Peter 1:5).
10. **The Church And Its Mission.** The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her great commission. Each believer, born of the Spirit, is an integral part of the general assembly and church of the firstborn, which are written in heaven (Ephesians 1:22,23; 2:22; Hebrews 12:23).

Since God's purpose concerning man is to seek and to save that which is lost, to be worshipped by man, and to build a body of believers in the image of His Son, the priority reason-for-being of the Assemblies of God as part of the Church is:

- a. To be an agency of God for evangelizing the world (Acts 1:8; Matthew 28:19,20; Mark 16:15,16).
- b. To be a corporate body in which man may worship God (1 Corinthians 12:13).
- c. To be a channel of God's purpose to build a body of saints being perfected in the image of His Son (Ephesians 4:11-16; 1 Corinthians 12:28; 14:12).

The Assemblies of God exists expressly to give continuing emphasis to this reason-for-being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit. This experience:

- a. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs (Mark 16:15-20; Acts 4:29-31; Hebrews 2:3, 4).
- b. Adds a necessary dimension to a worshipful relationship with God (1 Corinthians 2:10-16; 1 Corinthians 12-14).
- c. Enables them to respond to the full working of the Holy Spirit in expression of fruit and gifts and ministries as in New Testament times for the edifying of the body of Christ (Galatians 5:22-26; 1 Corinthians 14:12; Ephesians 4:11,12; 1 Corinthians 12:28; Colossians 1:29).

11. **The Ministry.** A divinely called and scripturally ordained ministry has been provided by our Lord for the threefold purpose of leading the Church in: (1) evangelization of the world (Mark 16:15-20), (2) worship of God (John 4:23,24), and (3) building a body of saints being perfected in the image of His Son (Ephesians 4:11,16).

12. **Divine Healing.** Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the Atonement, and is the privilege of all believers (Isaiah 53:4,5; Matthew 8:16,17; James 5:14-16).

13. **The Blessed Hope.** The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and the blessed hope of the Church (1 Thessalonians 4:16, 17; Romans 8:23; Titus 2:13; 1 Corinthians 15:51,52).

14. **The Millennial Reign Of Christ.** The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zechariah 14:5; Matthew 24:27,

30; Revelation 1:7; 19:11-14; 20:1-6). This millennial reign will bring the salvation of national Israel (Ezekiel 37:21, 22; Zephaniah 3:19, 20; Romans 11:26, 27) and the establishment of universal peace (Isaiah 11:6-9; Psalm 72:3-8; Micah 3:3,4).

15. **The Final Judgment.** There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burneth with fire and brimstone, which is the second death (Matthew 25:46; Mark 9:43-48; Revelation 19:20; 20:11-15; 21:8).

16. **The New Heavens And The New Earth.** "We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness" (2 Peter 3:13; Revelation 21:22).

ARTICLE IV. NATURE

Section 1. The Association is established as a voluntary cooperative association of Pentecostal/Charismatic Bible Schools operating within Asia and the Pacific.

Section 2. Accreditation services are provided for those member schools desiring to pursue accreditation or endorsement as a step toward accreditation.

Section 3. Teacher certification services are provided for those individual members desiring to pursue certification.

Section 4. Framework and forum for discussion of theological concerns will be established for the benefit of individual members and member schools.

ARTICLE V. PURPOSES

The purposes of the Association are:

- A. To provide a means for member schools to ensure that their education is focused on:
 - 1. The basic philosophy and distinctive of the Pentecostal/Charismatic movement.
 - 2. Academic excellence;
 - 3. Student spiritual life development;
 - 4. Effective and practical field ministry training;
 - 5. Training programs that are developed and adjusted to the needs of the students, the church, and the culture.
- B. To establish standards which provide direction in the development and effectiveness of ministerial training programs, provide accreditation services based on the standards as criteria for a self-study, and facilitate transfer of credits among member schools.
- C. To provide criteria for member schools to assess the effectiveness of their working relationships with the churches and other Pentecostal/Charismatic ministries within their areas.
- D. To promote close working relationships and the sharing of resources among the schools of the region, and to promote communication with the worldwide Pentecostal/Charismatic Bible school network.

ARTICLE VI. RELATIONSHIPS

Section 1. The Association is an outcome of the expressed felt needs of the Asia Pacific Pentecostal/Charismatic theological schools.

Section 2. The Association embraces national entities within the region and includes Assemblies of God World Missions (AGWM)-USA, by virtue of the history of the association. This unique role of the AGWM-USA to APTA shall be sustained only by continued mutual agreement.

Section 3. The Association maintains a unique relationship to the Assemblies of God schools of the region by virtue of their establishment and historical sponsorship of the Association.

Section 4. The Association is open for dialogue and cooperation with other Pentecostal/Charismatic ministries involved in non-formal ministry training.

Section 5: The Association is open for dialogue and cooperation with other theological and accreditation associations for the purposes of exchanging information and mutual benefits.

ARTICLE VII. MEMBERSHIP

Section 1. Categories For Membership

A. Ex-officio membership shall include: (1) Each national church of the Assemblies of God in the Asia Pacific Region desiring to participate which shall be represented by its General Superintendent or one he designates, (2) the Regional Director and the Area Directors of the Asia Pacific Region of AGWM-U.S.A., (3) the members of the Executive Board, (4) the Accreditation Commissioners, and (5) any other commissioners who may be appointed subsequently, (6) a representative of each non-Assemblies of God national church body which has ten or more schools having Institutional Membership in APTA.

B. Institutional membership is open to all Asia Pacific region Pentecostal/Charismatic schools involved in formal theological education, whether employing traditional or non-traditional course scheduling or instructional media.

Formal education programs are defined as those certificate, diploma or degree programs, whether conventional or specialized, which have stated requirements for graduation, a grading system, course completion requirements, transcripts of credits earned, and defined credit hours.

C. Individual membership is open to all administrators and faculty members of both Asia Pacific Pentecostal/Charismatic, and schools that are Institutional Members of the Association.

D. Associate membership is open to all those Pentecostal / Charismatic individuals and entities worldwide who are interested in enhancing Bible school education in the Asia Pacific region.

E. Endorsed Status is where member schools may apply for endorsed status as a step between membership and accreditation. The qualifications for and terms of endorsed status are determined by the Accreditation Commission. Endorsed schools have not been accredited and may not represent themselves as accredited, but are making progress toward candidate status, including the initiation of a self-study.

Section 2. Membership application is to be made to the Executive Board through the Executive Director.

Section 3. Members should attend sessions of the General Assembly and participate in regional area, or national meetings of the Association.

Section 4. The Executive Board has the prerogative to withdraw membership from any member who fails to maintain the objectives of the Association or to fulfill its obligations as a member.

Section 5. The Executive Board receives and acts upon applications for membership. It shall have the prerogative to grant membership to any school that is in harmony with the statements of faith and shares the objectives of the Association. The local Assemblies of God General Council will be notified of the application of a non-Assemblies of God bible school and offered opportunity to respond within sixty days prior to final action on the application. If no response were received within ninety days it will be understood to reflect no objection.

ARTICLE VIII. MEETINGS

Section 1. The Association is to meet regularly in a General Assembly at least once every three years.

Section 2. Special meetings or a polling by mail of the Association may be authorized by the Executive Board.

Section 3. Voting privileges in plenary business meetings and by mail shall be extended to all members whose dues are current except that only those residing and ministering in given caucus areas established to elect Executive Board members shall vote in the caucuses.

ARTICLE IX. FUNCTIONS OF THE GENERAL ASSEMBLY

The General Assembly is the legislative body of the Association and has the power to authorize, establish and review the standards, policies, procedures, committees, and finances of the Association, and to delegate to the Executive Board such responsibilities as it may choose. It has the power to amend the Constitution and Bylaws.

ARTICLE X. EXECUTIVE BOARD

Section 1. Composition. There shall be an Executive Board (hereinafter referred to as the Board) representing all areas of the region to carry on designated interim business of the Association. The Board shall be composed as follows:

- A. Two members to be selected by the membership of each of the following Asia Pacific areas: Northern Asia, Central Southeast Asia, Southern Southeast Asia, Pacific Oceania and Australasia. The Board shall determine the boundaries of the areas.
- B. Members who reside and minister in the respective areas shall be eligible for selection. They shall include Assemblies of God General Superintendents, official delegates from member institutions, and individual members.
- C. The Asia Pacific Regional Director, Assemblies of God, USA, and one member of the Assemblies of God World Missions-USA, appointed by the Asia Pacific Regional Director.
- D. The Asia Pacific Education Office Director.
- E. The Executive Director of the Association as a non-voting member.
- F. The chairpersons of APTA commissions as non-voting participant.

- G. Three Assemblies of God General Superintendents appointed by the Asia Pacific Assemblies of God Fellowship from five APTA regions as defined in Article X, Section 1,a.

Section 2. Selection and Term of Office

- A. The term of office of elected Board members shall be six years. Terms shall begin at the close of the General Assembly and shall cover the period following election and inclusive of the two next regular sessions of the General Assembly.
- B. Members selected from each of the five areas shall be elected in caucuses during the General Assembly. The terms of the two members from each area shall be staggered. Caucuses shall be comprised of APTA members in good standing who are eligible to vote in the General Assembly as herein defined, who reside and minister in the particular caucus area, and who are present and voting in the officially called caucus meeting or who have indicated in writing their willingness to serve.
- C. Both appointed Board elected members shall serve three-year terms. They shall be eligible for reappointment/election. A Board member who moves from his/her caucus area will be deemed to have vacated the Board position.
- D. Terms of members who serve by virtue of office shall coincide with their terms of office.
- E. Should a vacancy occur in any sector of the Board, a replacement will be selected by that respective constituency at the next General Assembly. In the interim a replacement may be appointed by the Board.

ARTICLE XI. EXECUTIVE OFFICERS

Section 1. Officers

- A. **Elections And Terms Of Office.** Executive Officers shall be elected by the Board consisting of the Chairperson, Vice-Chairperson, Secretary, and Treasurer. Their terms of office shall be for three years and shall commence immediately after the close

of the Board meeting at which they are elected. They shall continue through the last regular Board meeting of their terms or until their successors qualify.

B. Vacancies. In the event that a Chairperson cannot serve the entire term, the Board shall be notified and the Vice-Chairperson shall assume the duties of the Chairperson until the next regular meeting of the Board. If the Vice-Chairperson or Secretary cannot fulfill their respective terms, the Chairperson shall appoint a replacement from among the Board members to serve until the next regular meeting.

Section 2. Executive Committee. There shall be an Executive Committee which shall consist of the Officers of the Association, the Asia Pacific Regional Director, Assemblies of God, USA, or his representative from among the Board, one of the General Superintendents on the Board, and the APTA Executive Director who shall serve as a non-voting member. A quorum shall consist of three voting members.

ARTICLE XII. EXECUTIVE DIRECTOR

There shall be a full-time salaried or supported Executive Director of the Association who will be appointed by the Board to serve under its direction in promoting the concerns of the Association.

ARTICLE XIII. COMMISSIONS

There shall be an accreditation commission, a teacher development & certification commission, a theological commission and other commissions as may be established by the Executive Board which shall be instruments of the Association for the purpose of providing services. The Commissions shall be responsible to the Association through the Executive Board. Unless otherwise provided in the Constitution and Bylaws of the Association, the Commissions are empowered to draft their own policies in writing. The policies and Commission programs shall be subject to the approval of the Board.

ARTICLE XIV. LIMITATION OF POWERS

The actions of the Theological Association are not to be construed to imply policy control or limitations of freedom of action of member schools. Membership in the Association shall not restrict or limit the autonomy of the local school in any way.

ARTICLE XV. FINANCES

Section 1. The finances of the Association shall be supplied by contributions, offerings, fees, and dues. Annual membership fees shall be established by the Board (see Bylaws III, 3,4) for member schools and Individual and Associate members. Additional fees may be established to process accreditation applications, accreditation reviews, certification programs, or other Association services.

Section 2. Association finances shall be used to offset the general operating expenses of the Association. They may also be used, if essential, to help offset the travel costs of those Executive Board, Commission, or accreditation visiting team members requiring assistance.

ARTICLE XVI. DISSOLUTION

In the event this Association shall cease to function for the purposes as declared heretofore in its Articles of Agreement and/or the Articles of its Constitution, then after providing for the payments of its debts, the remaining assets will not inure to the benefit of any private person or persons but all such remaining assets shall be distributed among the member schools of the association.

ARTICLE XVII. AMENDMENTS TO THE CONSTITUTION

The Constitution of the Association may be amended by a two-thirds majority of the voting members present and voting during the General Assembly or by two-thirds of the official ballots cast by mail and received by the specified date at the Association office. The specified date shall be no less than ninety days from the date of

mailing of notice of proposed change. Amendments to the Constitution are to be submitted to the Executive Board at least six months prior to the General Assembly and distributed to all members at least three months in advance of the General Assembly when the amendments are to be considered by the General Assembly in session. When members are being polled by mail regarding constitutional change, provision shall be made on the ballot for objection to consideration by mail. If ten percent of the members responding object to the amendments being considered by mail, then the proposed amendments shall be held over to the next General Assembly.



BY LAWS

ARTICLE I. MEETINGS OF THE GENERAL ASSEMBLY

Section 1. Time And Place. Meetings of the General Assembly will be arranged by the Executive Board (hereinafter referred to as the Board) to coincide with other major conferences of the region.

Section 2. Quorum. A quorum will consist of official voting members present and voting at the General Assembly or special session. When voting by mail a quorum shall be established by the number of official ballots cast and received by the specified date at the Association office.

Section 3. Voting. Voting shall be a simple majority of those votes cast by members present or those voting by mail ballot in accordance with the provisions of the ballot.

ARTICLE II. COMPOSITION OF THE GENERAL ASSEMBLY

Section 1. The following shall have voice and vote in the General Assembly and be eligible to vote in the polling by mail:

- A. One official delegate from each member school whose dues are current.
- B. All members of the Board.
- C. All members of any commissions which may be appointed.
- D. The General Superintendent from each national church council (Assemblies of God) within the region, or his appointed representative.
- E. The Regional Director and the Area Directors of the Division of Foreign Missions, Assemblies of God, USA, from the recognized geographical areas within the region.

F. The Asia Pacific Education Office (APEO) Director.

G. A representative of each non-Assemblies of God national church body which has ten or more schools having Institutional Membership in APTA.

Section 2. The following will have voice but no vote:

A. All individual and associate members.

B. One additional representative of each member school.

C. Consultants invited by the Board.

Section 3. Guests will be welcomed as observers.

ARTICLE III. EXECUTIVE BOARD

Section 1. Qualifications

A. Members of the Board normally should be experienced Bible school administrators or Assemblies of God General Superintendents from within the region.

B. Members of the Board shall be encouraged to attend a visiting team seminar.

Section 2. Meetings

A. The Board shall meet annually. Special meetings may be called by the Chairperson or by one-third of the members of the Board upon submission of signed appeal to the Chairperson.

B. Following, or near the end of the General Assembly there shall be a joint Board Meeting to which any outgoing and incoming members will be invited. Old business will be concluded, officers for the next term will be elected by the newly constituted board and necessary new business will be conducted. New officers shall assume duties at the conclusion of the joint Board Meeting.

Section 3. Duties Of The Board

A. Elect its officers, including Chairperson, Vice-Chairperson, Secretary, and Treasurer each of whom shall serve three-year terms. Election shall occur during the first Board meeting following the General Assembly.

B. To carry on designated interim business for the Association between sessions of the General Assembly.

Such business includes the following:

1. To receive, approve, or act upon the reports from the Executive Officers and the Commissions.
2. To approve or authorize programs or projects in accordance with the aims of the Association and policies established by the General Assembly.
3. To review the financial situation of the Association, approve its annual budget, and receive the audits.
4. To establish and review the membership fees, and any other fees for the Association.
5. To review and authorize funding requests for the work of the Association in accordance with procedures established by the Board.
6. To review and approve applications for membership in the Association.
7. To review the names of those completing the visiting team certification program.
8. To appoint individuals to fill unexpired vacated positions on the Board and Commissions on an interim basis.

C. To appoint an Executive Director.

D. To appoint the members of the Commissions, and committees deemed necessary.

- E. To call special meetings of the Association or conduct polls by mail, as necessary.
- F. To perform such other duties as may be assigned by the General Assembly.

Section 4. Duties Of Executive Committee And Officers

A. Duties Of Executive Committee

1. The Executive Committee of the Board shall perform such duties as may be assigned by the Board.
2. The Executive Committee shall perform duties of the Board on an interim emergency basis subject to subsequent review by the Board.
3. Appoint individuals to fill vacant positions during the interim between meetings of the Board.

B. Duties Of The Chairperson

1. To preside at sessions of the General Assembly, the Board, and the Executive Committee.
2. To carry on designated business of the Board between meetings as appropriate and necessary, with supporting documentation supplied by mail to other members of the Board.
3. To work in cooperation with the Executive Director to establish agendas for the meetings of the General Assembly, the Board, and the Executive Committee.
4. To preserve records appropriate to the office and to bring them to the meetings of the General Assembly, the Board, and the Executive Committee.

C. Duties Of The Vice-Chairperson

1. To preside in the absence of the Chairperson.

2. To perform such other duties as may be assigned by the Chairperson of the Board.

D. Duties Of The Secretary

1. To record and maintain minutes of General Assembly, Board, and Executive Committee, and distribute them to the respective members of each body with the provision that the Executive Committee minutes will be distributed to the Board.
2. To perform such other duties as may be assigned by the Chairperson of the Board.
3. To preserve records appropriate to the office and to bring them to the meetings of the General Assembly, the Board, and the Executive Committee.

E. Duties Of The Treasurer

1. To be responsible to the Board and the Association for the handling of Association receipts and disbursements.
2. To be responsible for keeping all financial records and the preparation of financial reports and budgets.
3. To arrange for an audit of the Association books by an independent auditor prior to each General Assembly. The audited report is to be received by the Board for distribution at the General Assembly.
4. To preserve records appropriate to the office and to bring them to the meetings of the General Assembly, the Board, and the Executive Committee.
5. To perform such other duties as may be assigned by the Chairperson of the Board.

ARTICLE IV. EXECUTIVE DIRECTOR

Section 1. Qualifications

- A. The Executive Director must hold ministerial credentials and be in good standing with the Assemblies of God
- B. The Executive Director is to manifest spiritual maturity, administrative ability, experience, and expertise in theological and practical ministry training.

Section 2. Duties Of The Executive Director

- A. To be responsible to the Association for the development and general management of all areas of the Association, and to prepare and distribute regular reports to the members.
- B. To maintain and regularly distribute to the Board and Commissions lists of ex-officio, institutional, individual and associate members of the Association, as well as accredited schools, certified visiting team members, and certified teachers.
- C. To oversee the continuing development of the Association and implement policies and programs approved by the Association through its General and Executive meetings.
- D. To arrange for area meetings as determined by the Board and Executive Committee.
- E. To promote relationships and communication among member schools, with other accrediting Associations and support ministries.
- F. To arrange for preliminary visits to schools which have applied for accreditation and provide for accreditation and self-study orientation.
- G. To work with the Chairperson of the Accreditation Commission in assigning visiting team members, arranging evaluation visits to the schools applying for accreditation, and circulating of self-study reports, and generally facilitating the accreditation process.

- H. To make arrangements for meetings of the General Assembly, the Board, the Executive Committee, the Commissions, and any other meetings of the Association which may be required.
- I. To serve as a member of the Commissions and committees, as established and requested by the Board and to serve as liaison between the Board and the Commissions and Committees.
- J. To work with the respective commissions in developing the certification programs including visiting team, teacher certification, etc. and to submit lists of individuals eligible for certification to the Commissions for action and to the Board for review.
- K. To be a non-voting member of the Board and Executive Committee.
- L. To work in cooperation with the respective Chairpersons in preparing agendas and distributing advance materials for meetings of the General Assembly, Board, Executive Committee, Commissions, and other meetings as may be required.
- M. To work with the Board to raise the necessary funds for the work of the Association.
- N. To perform other duties as assigned by the General Assembly, the Board or the Executive Committee.

ARTICLE V. ACCREDITATION SERVICES

Section 1. Accreditation is a service of the Association in which member institutions may voluntarily participate. Accreditation is defined by this organization to mean that a determination has been made that an institution is being guided by well-defined, appropriate goals, has established conditions and procedures under which its goals can be realized, is substantially accomplishing its goals, and can be expected to continue to do so. APTA's concept of whole school accreditation does not preclude accreditation when there are weak programs or aspects of the school's operation as long as the school as a whole is substantially meeting APTA standards.

Section 2. Accreditation includes the provision that an institution shall complete a self study based on the Accreditation Standards of

the Association. This self study is the focal point of the accreditation process. It provides a clear, realistic and comprehensive look at all areas of the institution's program, as perceived by its administrators, faculty, staff, students, and community.

Section 3. An on-site visit may be conducted at the option of the Association to review, evaluate, certify, and assist the institution regarding the Accreditation Standards of the Association.

Section 4. The Association shall provide documents and materials to member institutions to facilitate the process of accreditation.

ARTICLE VI. ACCREDITATION COMMISSION

Section 1. Composition

- A. The Accreditation Commission shall be composed of the Executive Director and no fewer than nine members and no more than twenty members. Members shall be appointed by the Executive Board.
- B. Members of the Accreditation Commission are to serve renewable three-year terms.
- C. The Commission shall elect its own officers. Officers will consist of a Chairperson, Vice-Chairperson, and Secretary.
- D. Terms of office shall be for three years. Officers shall be elected at a commission meeting held in conjunction with the General Assembly. Officers shall assume responsibilities at the close of the General Assembly. Should an officer's remaining term as a commissioner be less than three years following election as an officer, a new election shall occur at the annual commission meeting coinciding with the conclusion of the officer's appointment as a commissioner, unless he/she is reappointed. The new officer shall fill the unexpired term.
- E. In the event that a Chairperson cannot serve throughout the entire year, the Commission shall be notified and the Vice-Chairperson shall assume the duties of the Chairperson until the next annual meeting. If the Chairperson or Secretary cannot fulfill their respective terms, the Chairperson shall appoint a replacement from among Commission members to serve until the next annual

meeting. Vacancies in unexpired terms shall be filled by election at the beginning of the annual meeting and replacement officers shall assume duties immediately upon election.

Section 2. Qualifications Of Members

- A. They must be able to meet at least annually, and more frequently if necessary, to accomplish Commission business.
- B. They must be experienced as Bible school faculty or administrators.
- C. They must have been certified by APTA to serve on visiting teams or be certified at the next APTA visiting team training seminar.

Section 3. Duties Of The Accreditation Commission

- A. To encourage continuous effort by the member schools to strengthen the quality and effectiveness of their educational and practical ministry training programs, the development of their students' spiritual life, and positive relationships with the local church body.
- B. To examine and evaluate the standards of the Association considering input from member schools, and recommend revisions to the Board for action by the General Assembly.
- C. To examine and evaluate initial application requirements for Accreditation, considering input from member schools, and recommend revisions to the Board for action by the General Assembly.
- D. To recommend classification revisions in categories and levels of accreditation to the Board for Association action.
- E. To formulate and propose revisions in operational policies and procedures for accreditation to the Board for action.
- F. To receive, classify, and act upon applications for accreditation.

- G. To establish visiting team certification requirements, including screening of applicants, and work in cooperation with the Executive Director in planning and scheduling the certification seminars.
- H. To work with the Executive Director in making arrangements for visiting teams, and appointing team members from the list of certified personnel approved by the Board, including at least one member of the Accreditation Commission on each visiting team.
- I. To receive and evaluate reports of the visiting teams and to review questionnaires and annual reports sent in by accredited schools for the purpose of maintaining their accreditation.
- J. To determine an applicant school's accreditation classification, level of accreditation, recommendations, notations, and probation.
- K. To grant accreditation or provisional accreditation, to warn a school of serious deficiency and possible change of accreditation status, or to place a school on probation status.
- L. To develop the accreditation appeal process and to receive and evaluate appeals from schools for reconsideration of accreditation decisions.
- M. To provide for school accreditation re-evaluation at regular intervals in accordance with the standards of the Association.
- N. To conduct an Association self-study as determined by the Board.
- O. To perform other duties assigned by the Board or by the General Assembly.

ARTICLE VII. ENDORSED STATUS

Member schools may apply for endorsed status as a step between membership and accreditation. The qualifications for and terms of endorsed status are determined by the Accreditation Commission. Endorsed schools have not been accredited and may not represent themselves as accredited, but are making progress toward candidate status, including the initiation of a self-study.

ARTICLE VIII. ACCREDITATION STANDARDS

Section 1. The Association shall establish and maintain a set of standards and components to serve as the basis for evaluation in determining and recognizing the degree to which a school is accomplishing its own mission and goals. These standards and components are the desirable qualities to be attained in the various aspects of the school.

Section 2. On the basis of standards and components of these standards, the applicant school is to do a systematic and thorough self-study. The standards and components established by the Association express levels of attainment and values which all accredited schools in the Association are striving to reach. They are not imposed requirements that must be met immediately, but rather goals toward which each school should aim over a period of time in harmony with its own mission and goals and pattern of development.

Section 3. The final authority for determining accreditation standards and components resides in the Association.

ARTICLE IX. BASIC REQUIREMENTS AND PROCESS OF ACCREDITATION

Section 1. Accreditation is a continuing process involving a series of steps. Before officially applying for participation in the accreditation program, a school must be able to affirm that it meets certain basic requirements established by the Association. These basic requirements and the process of accreditation are stated in detail in the official documents of the Association.

Section 2. Notations, where applicable, may be made to identify further development or self-study verification needed, and time requirements to satisfy deficiencies.

Section 3. Application Procedure

A. After initial contacts between a school and APTA and a review by the school of the accreditation guidelines and procedures, the school invites the Executive Director to arrange a visit to the school by a representative of the Accreditation Commission. The purpose

of the visit will be to provide an orientation to accreditation and to help the school determine the feasibility of pursuing accreditation at their present level of development.

- B. If the school chooses to pursue accreditation, a statement of intent is sent to the Executive Director and the Chairperson of the Accreditation Commission to this effect. The statement of intent must affirm that in the school's opinion basic accreditation requirements have been met as stated in the official documents of the Association and that the school is prepared to undertake the self study.

Section 4. Accreditation Categories

A. Candidate Status

1. A school will be considered to be in candidate status when
 - a. the statement of intent to pursue accreditation affirming the school meets the established basic requirements is received and accepted by the Accreditation Commission.
 - b. the affirmation is confirmed by the commission representative who visited the school.
 - c. the school has agreed to a schedule for the submission of the self-study report and accreditation team visitation as arranged by the Executive Director.
2. Steps to Advance to Accredited Status
 - a. A self-study report based on the Association standards and guide to accreditation will be completed by the school. Schools which find certain standards inapplicable because of specialized programs or limited purposes should document these differences in their self study reports.
 - b. The self-study report will be distributed as specified by the Association Executive Director to the members of the visiting team.
 - c. The evaluation by the visiting team will be completed and a report submitted to the Accreditation Commission.

- d. The Accreditation Commission will review the report of the visiting team and determine whether accreditation can be granted and what the status, level, and term of accreditation will be.

B. Provisional Accreditation Status

1. The Accreditation Commission has determined that the school is in compliance with most of the Standards of the Association. Progress is being made toward responding to significant notations within a specified time span.
2. Steps to Advance to Full Accreditation Status:
 - a. The school will be expected to submit annual reports documenting progress toward the fulfillment of all accreditation requirements.
 - b. When the school has responded appropriately to the notations given by the Accreditation Commission as stated in its reports, a visit to the school will be scheduled to verify the school's progress. Whenever possible this visit should be undertaken by the chairman or another member of the original visitation team. A report of the visit will be submitted to the Accreditation Commission.
 - c. The Accreditation Commission will review the report and determine whether the school can be advanced to full accreditation status.

C. Full Accreditation Status

1. The Accreditation Commission has determined that the school is in compliance with the standards of the Association. Progress is being made toward responding to any limited notations.
2. In order to retain their accredited status, schools must submit an annual report and will be required to undertake a self-study and accreditation visit at intervals of from five to ten years as determined by the Accreditation Commission.
3. In the event the Accreditation Commission considers that a school's accreditation may be in jeopardy, it may grant

continuing accreditation for a term of less than five years and require progress reports in response to notations. Such action may constitute official warning to the school.

D. Probationary Status

1. An accredited school may be warned officially by the Accreditation Commission that it may be approaching non-compliance with the accreditation standards or policies. Before a school can be placed on probation, a warning must have been given and the school must have been given adequate time to address the problem identified.
2. An accredited school may be placed on probationary status by the Accreditation Commission when it has been determined that any of the following has occurred:
 - a. The school is no longer maintaining acceptable compliance with applicable Association standards or policies.
 - b. Adequate progress is not being made toward responding to significant notations within the specified time span.
 - c. The institution has not, in a timely manner, informed the Commission of substantive changes in the institution or in the educational programs offered.
3. To be reinstated to full or provisional status, the institution must correct, within the specified time, the conditions which prompted its being placed on probationary status and submit a report giving evidence to that effect. The Commission has the prerogative to schedule a campus visit to verify the report

Section 5. The level of accreditation given is based on the highest program of study offered by the school, generally understand as follows:

A. Graduate Level - Schools offering a ministry related Master's degree based on a Bachelor's degree, or its equivalent.

1. Master of Arts programs or their equivalent, involve at least 30 semester units including a thesis requirement (usually 6 units) or 36 semester units when a thesis is not required.

2. Master of Divinity programs involve at least 72 semester units for graduates with an undergraduate major, or its equivalent, in a Bible-related area or 96 semester units for graduates with only a secular degree.
3. Master of Theology programs or their equivalent involve at least 36 semester credits beyond the M.Div. degree, including a thesis (usually 6 credits).
4. Doctoral degrees are structured according to the generally recognized criteria for such degrees.

B. College Level - Schools offering a ministry related Bachelor's degree of 128 semester units or more, based on a high school diploma, or its equivalent

C. Diploma Level

1. Diploma Level One - Schools offering a ministry related Diploma of 96 semester units or more, based on high school diploma, or its equivalent.
2. Diploma Level Two - Schools offering a ministry related Diploma of 96 semester units or more, based on limited educational background, modified entrance requirements and any necessary adjustment in the levels of course requirements and/or textbooks.

D. Certificate Level

1. Certificate Level One - Schools offering a ministry related Certificate of 64 semester units or more, based on a high school diploma or its equivalent.
2. Certificate Level Two - Schools offering a ministry related Certificate of 64 semester units or more, based on a limited educational background, modified entrance requirements and any necessary adjustment in the levels of course requirements and/or textbooks.

Section 6. Substantive changes in the educational programs of an accredited school will necessitate a reevaluation of status and level of accreditation.

ARTICLE X. ACCREDITATION VISITING TEAM

The Executive Director in cooperation with the Accreditation Commission Chairperson will appoint a visiting team who will conduct an impartial, objective review of a school's self-study to verify the findings of the school. The visiting team is to be composed of Bible school educators and others who represent the various facets of operation of the school and who have met those certification requirements established by the Accreditation Commission and are certified as evaluators.

ARTICLE XI. LOSS AND RESTORATION OF ACCREDITATION

Section 1. The Board, upon recommendation by the Accreditation Commission has the authority to withdraw accreditation from a school that has failed to meet probationary stipulations within the specified time span or is no longer maintaining acceptable compliance with applicable APTA policies.

Section 2. Accreditation may be restored by the Board upon recommendation of the Accreditation Commission.

ARTICLE XII. RIGHT OF APPEAL FOR RECONSIDERATION

The decisions of the Board or Commission regarding the status, denial, loss or terms of accreditation may be appealed to the body making the decision. This appeal must be made within ninety days after receipt of notification of the action taken. The appeal must be in writing and signed by the President/Principal of the institution certifying official action of the governing body to appeal and specifying the basis of the appeal. The subsequent decision of the Board or Commission shall be considered final.

ARTICLE XIII. TEACHER DEVELOPMENT AND CERTIFICATION SERVICES

Section 1. Teacher Development and Certification is a service of the Association in which member institutions, individual members and associate members may voluntarily participate.

Section 2. Certification is defined by the Association to mean that an individual has been recognized to have fulfilled an objective list of criteria which qualifies the individual for a specific level of recognition.

Section 3. The Association shall provide documents and material to member institutions and individuals to facilitate the process of teacher certification.

ARTICLE XIV. TEACHER DEVELOPMENT AND CERTIFICATION COMMISSION

Section 1. Composition

A. The Teacher Development and Certification Commission shall be composed of the Executive Director and no fewer than five members and no more than ten members. Members shall be appointed by the Board.

B. Members of the Teacher Development and Certification Commission are to serve renewable three-year terms.

C. The commission shall elect its own officers. Officers will consist of a Chairperson, Vice- Chairperson, and Secretary.

D. Terms of office shall be for three years. Officers shall be elected at a commission meeting held in conjunction with the General Assembly. Officers shall assume responsibilities at the close of the General Assembly. Should an officer's remaining term as a commissioner be less than three years following election as an officer, a new election shall occur at the annual commission meeting coinciding with the conclusion of the officer's appointment as a commissioner, unless he/she is reappointed. The new officer shall fill the unexpired term.

E. In the event that a Chairperson cannot serve throughout the entire year, the Commission shall be notified and the Vice-Chairperson shall assume the duties of the Chairperson until the next annual meeting. If the Chairperson or Secretary cannot fulfill their respective terms, the Chairperson shall appoint a replacement from among Commission members to serve until the next annual meeting. Vacancies in unexpired terms shall be filled by election at the beginning of the annual meeting and replacement officers shall assume duties immediately upon election.

Section 2. Qualifications Of Members

- A. They must be able to meet at least annually, and more frequently if necessary, to accomplish Commission business.
- B. They must be experienced as Bible school faculty or administrators.

Section 3. Duties Of The Teacher Development and Certification Commission

- A. To establish, evaluate, and revise, as necessary, the requirements for certification.
- B. To formulate and propose revisions in operational policies for certification to the Board.
- C. To receive, classify, and process applications certification.
- D. To grant, deny, or revoke certification.
- E. To establish and implement the certification appeal process.
- F. To consult and to conduct teacher development workshops, seminars, and credited courses as requested by individual institutions through the Executive Director.

ARTICLE XV. THEOLOGICAL COMMISSION SERVICES

Section 1. The Theological Commission is a service of the Association to encourage theological scholarship among Pentecostal believers in the Asia Pacific region and by this means to assist in sustaining and enhancing the growth of the Pentecostal movement.

Section 2. The means by which the objectives of the Commission shall be pursued shall include the following:

- A. Identifying and monitoring theological developments and trends in the Pentecostal movement, especially matters of concern and interest in the Asia Pacific region.
- B. Conducting discussion of theological issues within the Theological Commission through annual Commission meetings and through other communication avenues, such as correspondence and electronic mail.
- C. Issuing occasional papers or articles on significant issues, with the intention of providing resources for APTA member schools. Board approval for the circulation of such documents is required prior to circulation.
- D. Encouraging the publication of papers, articles and journals by members and member schools as deemed appropriate.
- E. Conducting theological symposia in cooperation with one or more schools in the Asia Pacific region as deemed to be economically feasible.
- F. Identifying and encouraging emerging scholarship among Pentecostal believers in the Asia Pacific region.

Section 3. Regular reports will be made to the Board on the activities of the Commission.

ARTICLE XVI. THEOLOGICAL COMMISSION

Section 1. Composition

- A. The Theological Commission shall be composed of the Executive Director and no fewer than five members and no more than ten members. Members shall be appointed by the Board.
- B. Members of the Theological Commission are to serve renewable three-year terms.
- C. The Commission shall elect its own officers. Officers will consist of a Chairperson, Vice-Chairperson, and Secretary.
- D. Terms of office shall be for three years. Officers shall be elected at a commission meeting held in conjunction with the General Assembly. Officers shall assume responsibilities at the close of the General Assembly. Should an officer's remaining term as a commissioner be less than three years following election as an officer, a new election shall occur at the annual commission meeting coinciding with the conclusion of the office's appointment as a commissioner, unless he/she is reappointed. The new officer shall fill the unexpired term.
- E. In the event that a Chairperson cannot serve throughout the entire year, the Commission shall be notified and the Vice-Chairperson shall assume the duties of the Chairperson until the next annual meeting. If the Vice-Chairperson or Secretary cannot fulfill their respective terms, the Chairperson shall appoint a replacement from among the Commission members to serve until the next annual meeting. Vacancies unexpired terms shall be filled by election at the beginning of the annual meeting and replacement officers shall assume duties immediately upon election.

Section 2. Qualification Of Members

- A. They must be able to meet at least annually and more frequently if necessary, to accomplish Commission business.
- B. They shall be faculty members or administrators of member institutions, or have their General Council endorsement.

Section 3. Duties of the Theological Commission

- A. To identify needs, concerns and areas of importance for theological reflection in the Asia Pacific region.
- B. To formulate and propose programs to the Board for implementing the objectives of the Commission.
- C. To encourage theological scholarship in the region.
- D. To encourage the publication of theological materials by APTA members and member institution.

ARTICLE XVII. ORDER OF BUSINESS

The regular order of business for the General Assembly shall be:

1. Approval of minutes
2. Report of Chairperson
3. Report of Secretary
4. Report of Treasurer
5. Report of Executive Director
6. Commission Reports
7. Unfinished Business
8. Election of Board
9. New Business
10. Adjournment

ARTICLE XVIII. AMENDMENTS TO THE BYLAWS

The Bylaws of the Association may be amended by a simple majority vote of the voting members present and voting during the General Assembly or by a majority of the official ballots cast by mail and received by the specified date at the association office. The specified date shall be no less than ninety days from the time of mailing.

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