

NCUTCD Executive Board Meeting-June 18, 2015

APPROVED CHANGE TO NCUTCD BYLAWS

Approved by NCUTCD Council June 18, 2015

Paragraph 11.1 of the By-Laws – Edit Committee – was added in about 1993. The Edit Committee was created at that time when the National Committee embarked on the reformatting of the Manual to separate Standard, Guidance, and Option statements.

In comparing the provisions of paragraph 11.1 to the provisions that apply to “Technical Committees” (of which there are eight, and the Edit Committee is not a “Technical Committee”), some provisions are covered and some are not.

Members and Associate Members are appointed to Technical Committees by the Chair of the NC, with the approval of the Executive Board (By-Laws paragraph 10.2).

Technical Members are appointed to Technical Committees with the approval of the Executive Board. (By-Laws paragraph 4.3)

The term of a member of a Technical Committee (this includes Members, Associate Members, and Technical Members) ends with the adjournment of an Annual Meeting in even numbered years. Recall that “Technical Committees” do not include the Edit Committee. (By-Laws paragraph 10.3)

The change to paragraph 11.1 which was approved at the January 2015 meeting sufficiently covers how members of the Edit Committee are appointed. It is, however, silent on the term of membership. It is suggested that a paragraph 11.2 be added as shown below. The language mirrors the language that applies to membership on Technical Committees.

NCUTCD Bylaws Paragraph 11.1 (as approved by the Council January 2015)

11.1 **Edit Committee.** An Edit Committee shall be appointed by the National Committee Chair for the purposes of reviewing the MUTCD to assure that the wording is consistent in formatting and style, and carrying out other tasks as may be assigned to it by the National Committee Chair or the Executive Board. The Edit Committee will work closely with the Technical Committees and will review Technical Committee recommendations for all Parts of the MUTCD with regard to formatting and style. The Edit Committee shall also have primary jurisdiction for reviewing and making recommendations regarding Part 1 of the MUTCD. The Edit Committee shall include at least one representative of each Technical Committee. The Edit Committee may call upon outside experts, who are not National Committee members, as deemed necessary. The Vice-Chair for Programs shall serve as Chair of the Edit Committee and he or she may appoint a Vice-Chair and Secretary to perform such duties as prescribed. The Edit Committee may meet at the Annual and Midyear Meetings of the National Committee and/or at other times as deemed necessary.

Suggested addition of a paragraph 11.2.

11.2 Term. The term of a member of the Edit Committee may be for up to two years based on the date of appointment. The term of a member of the Edit Committee ends with the adjournment of an Annual Meeting in even numbered years. Members of the Edit Committee may be reappointed to additional terms.