



## **Advisory Council Processes**

- a. Any member of the Commission, including Advisory Council members, may submit nominations for the Advisory Council to the Advisory Council Chair for review and consideration. Upon approval of meeting all requirements by the Advisory Council Chair, the nomination will be put forth to the Commission for a majority vote of those Commissioners present for approval during the current business meeting.
- b. The full Commission will approve all new members of the Advisory Council, with the exception of previous Commission members and inductees of the Oklahoma Women's Hall of Fame who shall automatically be members.
- c. An Organization may have only one representative serving at a time on the Advisory Council.
- d. Prospective members will complete the Advisory Council Nomination form and submit the form with a biographical sketch by email or mail to the Commission office, to be processed by the Executive Director. Short Biographical sketches or resumes shall be forwarded to the Advisory Council Chair at least one week prior to the Commission meeting at which that nomination shall be considered.
- e. Advisory Council new members will be notified by the Advisory Council Chair after approval of the nominations. One copy of the approval letter with nomination and bio will be filed with the Executive Director of the Commission.
- f. Each Advisory Council will sign and complete an Interest Form to identify their areas of expertise, resources, or interest. Form to be completed at annual retreat or upon acceptance to the Advisory Council.
- g. All other members of the Advisory Council shall be expected to participate in at least one meeting or event each year.
- h. If an Advisory Council Member has not participated in the Advisory Council or other events in one (1) year, they shall be removed from the Advisory Council by the Commission.