

## **BYLAWS OF THE IDAHO REAL ESTATE EDUCATION COUNCIL**

*ARTICLE 1. The Idaho Real Estate Education Council is charged with the responsibility of planning, coordinating, and directing a viable education program for all licensees in the State of Idaho. This responsibility shall include the development of required education for initial licensure at the sales associate and broker levels, continuing education for general professional development, and coordination of education programs for specialized development. The following functions reflect the Council member's duties:*

- 1. Technical direction in regard to the development of standards of certification for education programs.*
- 2. Technical direction in regard to research, development and/or revision, and publication of education courses or materials.*
- 3. Coordination, cooperation, and visitations with colleges, universities, private institutions, etc., for conducting real estate oriented courses and the auditing of such.*
- 4. Technical direction in regard to the instructor development training programs.*
- 5. Technical direction concerning the development of standardized course outlines, instructor guidelines, training aids, etc.*

*In addition, the Council is delegated the following authority by the Real Estate Commission:*

- 1. In accordance with Commission policy, to grant or deny a license/certification applicant's request concerning the following:*
  - a.*
  - b. Waivers or modifications of prelicense education requirements*
- 2. To grant or deny requests to extend the period of time for the Commission to accept license exam results or courses completed to satisfy licensing or certification requirements.*

*ARTICLE 2. The Council shall cooperate and provide coordination with the public educational institutions and private schools for the conduct of industry oriented courses offered throughout the state. Additionally, coordination shall be maintained with nationally sponsored and/or endorsed educational organizations presenting courses in or near our state. The primary purpose of the Council is to serve the Commission and the industry and comply with the law. Every effort will be made to establish open and effective lines of communication to all levels and areas of the industry.*

*ARTICLE 3. An administrative staff shall carry out the day-to-day workload of the Council. This staff is administratively aligned with and functions as a division of the Real Estate Commission.*

*ARTICLE 4. Selection criteria for appointees to the Idaho Real Estate Education Council shall include: 1) Appointees shall provide evidence of a reasonable degree of real estate-related knowledge; 2) Appointees shall provide evidence of an involvement in real estate education in Idaho; and, 3) Appointees shall not serve in any capacity which may adversely affect the performance of the appointee's official duties nor create an appearance of impropriety. Appointees must avoid self-dealing in any decision made in their official capacity. Any appointee having a private interest in any discretionary matter shall not act, but shall withdraw him or herself.*

*ARTICLE 5. Each of the four appointed members shall be appointed on a staggered basis for a term of at least four years-one new appointee each year. Replacements for such representatives shall be made concurrently with the dismissal date but in no case shall the appointments be made later than thirty days after such dismissal.*

*ARTICLE 6. A Chair and a Vice Chair shall be elected from within the Council membership and by the Council membership during its annual reorganization meeting. Officers shall be elected to serve for a term of one year, but may be reelected.*

*ARTICLE 7. In the event of temporary inability or disability of a member, the Chair of the Idaho Real Estate Commission may appoint a temporary active member to insure the probability of a quorum at all times.*

*ARTICLE 8. Regular attendance at meetings is essential for the smooth functioning of the Commission and administrative staff. Individuals are responsible for notifying the Chair in the event of unforeseen circumstances or emergency situations. Absence, even with prior notification, should be avoided. Notation as to the time members are absent for any portion of the Council meeting is included in minutes so that an accurate record is available of which members are present when votes are taken. Two absences shall be considered grounds for possible dismissal by the Commission.*

*ARTICLE 9. It shall be the duty of the Chair to preside at all meetings of the Council. He/she shall have the power to call meetings of the Council at such time and place as he/she may direct. In the absence of the Chair, or his/her inability to act, the Vice Chair shall possess all powers of the Chair.*

*ARTICLE 10. The Council shall hold an annual reorganization meeting in July or August of each year. Other meetings of the Council shall be at least quarterly.*

*ARTICLE 11. A quorum of members shall be required before any official action may be taken by the Council. A majority of members shall constitute a quorum.*