

Rector of Sistema CETYS Universidad, one President and one Vice-President of each Chapter in the Association, and two more Associates.

Article Thirtieth: Upon selecting the President of the Association during the Annual Assembly, and immediately after, said elected President will appoint and seek approval for two Vice-Presidents, a Treasurer and two other Associates, who shall form part of the Executive Commission. Unless otherwise agreed, the Secretary of the Association and of the Executive Commission will be the Rector of Sistema CETYS Universidad.

In absence of the President the Executive Commission and Council Assemblies and meetings shall be presided by either Vice-President attending. The Treasurer shall supervise the integration and execution of the budget for the Association and the Sistema CETYS Universidad. The Secretary or the person representing him shall have the following responsibilities:

- a) Authorize all copies, summaries, certificates issued by the Association, the Executive Commission or the President thereof.
- b) Inform the Executive Commission about matters pending resolution.
- c) Supervise the correct keeping of the Book of Minutes and acts and to that effect shall prepare minutes from the Assemblies and Meetings of the Executive Commission and Council.
- d) Keep a Record of Associates as mentioned in Article Sixteenth hereinabove; and,
- e) Execute all other deeds in accordance with law, the related to the Articles of Incorporation herein, the Assemblies, the Executive Commission and the Chapter Meetings as well as to the President of the Association.

Article Thirty-first: The Executive Commission shall meet at least four times in a year and additionally upon special notice of the President on behalf of the Executive Commission, of the Secretary, either Vice-President or the Vigilance Committee. Members of the Executive Commission shall receive notice of the meeting through the Secretary sent to their addresses at least seventy-two hours before the planned date of the corresponding meeting. At least seven members must attend to the Meeting. The Meeting shall be presided by the President of the Executive Commission but in absence by any of the Vice-Presidents and in the event both are absent, the members attending shall designate a person to preside the meeting. In absence of the Secretary the president will appoint a person to perform this role. Unless specified otherwise herein, agreements shall be made by majority of votes of the attending members. The President or the person presiding shall have a casting vote. A minute shall be made for each meeting and the people acting as President and as Secretary shall sign it. A list of the attending shall be attached to said minutes.

Every resolution made off meeting by unanimity shall be regarded as made in meeting to all legal effects if and when ratified in writing before the Secretary and the agreements shall be transcribed to the corresponding Book of Minutes. The President and the Secretary shall authorize said transcription.