

UNIVERSITY OF SOUTHERN INDIANA  
COLLEGE OF BUSINESS  
THE BOARD OF ADVISORS

UNIVERSITY OF SOUTHERN INDIANA  
COLLEGE OF BUSINESS  
PROCEDURES FOR ORGANIZATION OF THE BOARD OF ADVISORS

1. Chair and Chair-elect of the Board  
Both the Chair and Chair-elect of the Board will be individuals who are not administrators at the University of Southern Indiana.
2. Membership  
In order to have an orderly transition of membership, one-third of the present members will begin a one-year term in October 1990; one-third a two-year term; and the remainder a three-year term. Members will be selected for the above using a lottery type system. The initial members of the Executive Committee will begin their terms in April 1990.
3. Organization of Work within the Board Committees
  - a. Executive Committee







4. The Executive Committee shall consist of the Chair, Vice-Chair, and immediate Ex-chair of the Board and the Dean and Coordinator of External Relations of the College of Business.
5. The Board may create committees, as needed, to be instituted by a majority vote of the members of the Board present at a duly called meeting. Ad hoc committees may be appointed by the Chair of the Board subject to the approval by a majority vote of the members of the Board present at a duly called meeting.

## Article II Members

The Board shall consist of the following members:

1. Members originally appointed to the Board and those subsequently reappointed or appointed under the provisions of these bylaws. Members ordinarily will be senior business executives.
2. The Dean and the Coordinator of External Relations of the College of Business of the University of Southern Indiana and the Chair and the Chair-elect of the Accounting Circle of the University of Southern Indiana serve as ex officio members of the Board. Additional 93(m)-6(b)-3(e)-3(rs of)-14( t)-3(h)-3(e)-BT1 0 05(ma)



2. Special Meetings: Notices of special meetings may be given by mail or phone at least three days prior to the date of the meeting. The notice will specify time, place, and the agenda for the meeting.

C. Agenda

1. An agenda shall be mailed, e-mailed, or phoned with the notice of any meeting of the Board.
2. At the Regular Meetings of the Board, the Chair shall report on the status of the Board and the Dean of the College of Business shall report on the status of the College. The chairs of both the Standing Committees and the Ad hoc committees shall report on their status. The Board will initiate whatever actions it deems necessary.
3. Robert's Rules of Order shall govern the conduct of all meetings of the Board. When such rules are in conflict with the Bylaws, the latter shall govern.

Article V

Duties of Officers

A. Chair

1. To preside at all meetings of the Board.
2. To submit to the Board for approval a list of members willing to serve on committees.
3. To appoint standing and ad hoc committees as may be required for the resolution of matters not already covered by these Bylaws. Such appointments shall be subject to the approval of the Board.
4. To report to the members of the Board at the regular and annual meetings and at special meetings.
5. To call special meetings of the Board.
6. Upon completion of the term as chair, the ex-Chair will serve



## Article VI

### Committees of the Board

There shall be an Executive Committee of the Board comprised of the Chair of the Board, the Chair-elect of the Board, the Secretary of the Board, the Dean of the College of Business, and the immediate Ex-chair.

The Board shall establish the Standing Committees as provided in Article I, Section C, Paragraph 4. The Chair of the Board shall appoint ad hoc committees as may be required subject to the approval by a majority vote of those present at a duly called meeting of the Board. All committees shall report to the Board at the annual and regular meetings and at special meetings when appropriate.

The Standing Committees of the Board are as follows:

1. Executive Committee
2. Academic Affairs Committee
3. Finance Committee
4. Membership Committee
5. Industry/Education Interaction Committee
6. Departmental Visitation Committees

The procedure for forming the committees shall be as follows:

1. The Chair of the Board shall submit a list of names of members willing to serve on committees to the Executive committee. The committees so formed will be approved by the Executive Committee and confirmed by the Board at one of its full meetings.
2. The Chair of the Board of Advisors shall appoint a Committee Chair.
3. A quorum for any committee meeting shall be three members.

## Article VII

### Amendments to Bylaws

1. These Bylaws may be amended at any duly held meeting of the Board. Notice of the proposed changes must be on the agenda of the meeting at which the changes are to be considered.
2. Proposed amendments to the Bylaws shall be referred to the Chair of the Board for inclusion on the agenda of the next regular meeting.
3. A majority vote of the members present at a duly called meeting of the board shall be required for the bylaws to be amended.