



**McNeese State University
College of Business Advisory Council
Bylaws**

June 2013

Article I Name

The name of the consultative body serving the College of Business (hereinafter called the “College”) is the Corporate Partnership Advisory Council (hereinafter called the “Council”). The Council shall be formed and exist at the pleasure of the College.

Article II Mission

The mission of the business College’s Corporate Partnership Advisory Council is to use its business and community experience to help the College develop and implement its mission and goals. The Council serves as a consultant for the ongoing improvement of programs and processes and helps keep the College informed of new business trends and practices. The Council also helps identify internship and career opportunities and provides support and assistance for fundraising efforts of the College.

Article III Objectives

The work of the Council shall include but not be limited to the following:

- Assisting the Dean in long-range planning, especially in developing programs and activities to serve the needs of the business community.
- Aiding in the College’s continuous improvement process by providing input in curriculum and program development and by identifying externship opportunities for business College faculty.
- Assisting the College in community relations by acting as ambassadors of the College – to help publicize the College through connections to the media and other influential organizations and by lending their endorsement to the College and its programs.
- Assisting the College in recruiting outstanding students, in developing quality student internship opportunities and in the career placement of graduates.
- Assisting the Dean in determining development needs, assisting with the directing, formulation and implementation of fundraising activities for meeting those needs, and promoting support for the programs of the College.

- Assisting in identifying, involving, and soliciting potential new Council members.

Article IV Membership

Section 1. Qualifications for Membership

- A strong belief in the private support of higher education and enthusiasm for McNeese State University and the College of Business.
- Experience and expertise in leading business, public, and/or nonprofit organizations.
- Recognition and respect in the business community and wide acquaintanceship within key constituencies.
- A willingness to devote time and support to the College.

Section 2. Classes of Membership

There shall be two classes of Council membership: regular and ex-officio.

- *Regular members:*
Nominations for new members are endorsed by the Dean and College of Business and then forwarded to the President of McNeese State University for approval and appointment.

Terms shall be three years in duration and renewable.

- *Ex-Officio members:*
Ex-officio members include: the Dean, Director of the MBA Program, the Department Heads, the Chair of the Alumni Advisory Council and the Chair of the Student Advisory Council. The Dean is the only ex-officio member with voting privileges; all other ex-officio members are non-voting members. Non-voting members will have the opportunity to participate in the discussions of the Council and to make reports to the Council.

Article V Officers

All officers will be nominated from the Council for approval by the Dean. Officers will serve two-year terms. No person shall serve more than two *consecutive* terms in the same office. The initial term of office for officers in place at the time of the adoption of these bylaws is two years. Officers will normally be elected at the spring meeting and will take office on July 1 of that year.

- *Chairperson*
The Chairperson shall preside over meetings of the Council, assist in the achievement of its goals, and may appoint all standing and ad hoc committees or ask individuals to take on additional tasks as necessary. The Chairperson sets the meeting agenda in cooperation with the Dean.

- *Vice Chairperson*

The Vice Chairperson shall, in the Chairperson's absence, preside over meetings and exercise the powers of the Chairperson and shall succeed the chair in the event that the Chairperson is unable to complete his/her unexpired term.

Article VI Committees

The work of the Council will be accomplished partly through committees. The Council may establish ad hoc committees with such powers and duties and for such length of time as it shall determine. The Council may establish standing committees in which members will serve two year terms. The Chairperson will normally make appointments to standing committees at the spring meeting and to other committees as needs arise.

Article VII Meetings

The Council will typically meet two times annually. Notice of any meetings, meeting agenda and any necessary Council materials will typically be sent at least two weeks prior to the meeting.

A **quorum** for the transaction of business at any regular or special meeting shall be **one-third** of the regular Council members. Attendance at meetings highly encouraged of all Council members.

Article VIII Adoption, Amendment and Interpretation of the By-Laws

Adoption: The Council may recommend additions or amendments to the bylaws by majority vote of those present. Bylaws and amendments will immediately take effect upon ratification by the Council and the Dean. These bylaws, upon their adoption, shall supersede any previous bylaws or conventions adopted by this Council.

Amendment: Recommendations for amendments shall be submitted to the Office of the Dean no less than thirty (30) days prior to any meeting and the advance copies of Council materials shall include a draft of any proposed amendments.

Interpretation: The Council, in conjunction with the Dean, shall resolve all questions of interpretation of this document.