

UNIVERSITY OF SOUTHERN INDIANA
COLLEGE OF BUSINESS
THE BOARD OF ADVISORS
BYLAWS
April 30, 1990
Amended November 1998
Updated May 1999
Amended Spring April 2002
Updated October 2005
Amended April 2010
Updated May 2011

The College of Business at the University of Southern Indiana is dedicated to excellence in management education. This dedication is represented by a high-quality faculty, excellent students and graduates, and the highest quality education resources which are available to both large and small firms in the area.

Our graduates are found in most of the major firms in Southwest Indiana and are known for their high levels of performance.

The College is dedicated to offering students a comprehensive, relevant, career-oriented education that anticipates the needs of both the students and the community at large.

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
 - i. Nominations for Chair and Chair-elect of the Board.
 - ii. Bylaws and guidance of the Board.
 - iii. Recommendation of members for committee assignments.
 - iv. Priorities of programs.
 - b. Academic Affairs Committee
 - i. Long-range plan for the College of Business.
 - ii. Development of the business curriculum.
 - c. Finance Committee
 - i. Review of College budgets.
 - ii. Review of Board of Advisors expenses.
 - iii. Review of external funding opportunities.
 - d. Membership Committee
 - i. Suggestion and solicitation of new members.
 - ii. Evaluation of current members for re-appointment.
 - e. Industry/Education Interaction Committee
 - i. The Executive-in-Residence program.
 - ii. The Distinguished Lecturer program.
 - iii. Summer faculty internship programs.
 - iv. Endowed faculty chairs in the College of Business.
 - v. Other externally oriented programs as they develop.
 - vi. Faculty research and consulting projects.
 - f. College of Business Departmental Visitation Committees
 - i. Advise the Dean and Department Chair(s) on matters relevant to the business community, the College, and the Department(s).
 - ii. Advise in the development of the department(s) curriculum, programs, and resources.

DESCRIPTION OF THE COLLEGE OF BUSINESS

The College of Business offers the Bachelor of Science degree with majors in Accounting and Professional Services, Computer Science, Business Administration, Business Education, Computer Information Systems, Economics, Finance, Management, and Marketing. Minors are offered in Accounting and Professional Services, Business Administration, Computer Information Systems, Computer Science, Economics, Entrepreneurship, Finance, Marketing, and Management. The College also enrolls graduate students in the Master of Business Administration program. Also Post-Baccalaureate Certificates in Professional Accountancy and Computer Information Systems are offered.

The College of Business has an enrollment of approximately 1,900 undergraduate and graduate students. Business degrees constitute approximately 22% of all degrees awarded by the University. Each year the College awards approximately 294 Bachelor of Science or Arts degrees and 36 Master of Business degrees to future leaders of the region. At present, there are 50 full-time faculty members in the College of Business.

An objective of the College is to ensure that all students acquire broad interdisciplinary perspective and communications and critical judgement skills. The curriculum is designed so that the student acquires knowledge in the functional areas of business including accounting, economics, finance, management, and marketing as well as the ethical, legal, and global issues of the current business environment. Classes focus on applications of business theories to "real-world" situations with a strong emphasis on the development of written and oral communication proficiencies.

Based on feedback from both employers and students, the curriculum meets their needs and expectations of transferable skills. The overall thrust is to establish programs in response to current needs in the marketplace. Today employers are seeking students who have a command of basic business principles, who readily can learn the specific requirements of the employing companies, who have a working knowledge of technology, who have an awareness of the global society, who understand the importance of ethical behavior in organization, and who can communicate effectively.

The College of Business strives for excellence and continuous improvement. The College is accredited by AACSB – The International Association for Management Education, and the Accounting program has additional AACSB accreditation.

Three advisory boards serve the College of Business. The Board of Advisors advises the total College of Business and is comprised of 40-50 senior executives from the business community. The Accounting Circle specifically advises the accounting programs and consists of 20-25 accounting professionals from industry and public accounting firms. The IT Alliance specifically advises the information systems and computer science programs and consists of 20-25 information technology executives. In addition to these outside constituencies, the College continuously seeks feedback through focus groups representing a variety of demographics, functional areas, and industries.

THE COLLEGE OF BUSINESS
UNIVERSITY OF SOUTHERN INDIANA

The University of Southern Indiana College of Business is committed to providing a challenging environment that inspires life-long learning and prepares individuals to succeed in an increasingly diverse, technologically complex, and globalized environment and to creating a cohesive learning community that pursues the frontiers of business knowledge through scholarly endeavors, faculty development, and ongoing partnerships with our constituents.

The College of Business at the University of Southern Indiana has seven primary goals.

GOAL I.

To attract, focus, and retain capable students.

GOAL II.

To maintain the quality of the academic programs consistent with the standards of the AACSB—The Association to Advance Collegiate Schools of Business.

GOAL III.

To conduct and report scholarly and applied research and to provide leadership roles in professional associations.

GOAL IV.

To encourage the professional development of each member of the faculty and to continuously enhance both the motivational and the supportive environment.

GOAL V.

To become competitive among business schools and a leader among our peer institutions in the introduction of innovative programs within the College.

GOAL VI.

To develop and maintain a broad resource base required to accomplish the mission of the College.

GOAL VII.

To support relationships with the business community and alumni through professional, social, and educational programs.

COLLEGE OF BUSINESS
THE BOARD OF ADVISORS
UNIVERSITY OF SOUTHERN INDIANA

To provide direct and effective communication between the world of business and the classroom, between the practitioner and the theorist, the College of Business established the Board of Advisors composed of business leaders and specialists who are acquainted with the needs of the community and the needs of commerce.

BYLAWS OF THE COLLEGE OF BUSINESS BOARD OF ADVISORS

Article I

A. Authority

Subject to the guidelines of the University of Southern Indiana, the composition, functions, responsibilities, duties, powers, and authority of the College of Business Board of Advisors, hereinafter referred to as the Board, shall be as determined by the Board and the College of Business.

B. Purposes

1. To provide a channel of communication between the College of Business and the business community.
2. To participate with and provide counsel to the College of Business regarding objectives, strategies, goals, problems, and opportunities.
3. To advise the College in determining the direction of its instructional and non-instructional programs.
4. To promote and participate in appropriate business-faculty-student interaction activities and programs.
5. To identify speakers from the business community for various College presentations.
6. To assist with the placement of graduates.
7. To support the College in the development of various forms of financial resources.

C. Organization

1. The members of the Board constitute the body of the Board and are collectively responsible for its governance.
2. The number and qualifications of the Board members are specified in Article II.
3. The Chair and the Chair-elect of the Board are to be nominated by the Executive Committee and elected for a two-year term by a majority of the voting members present at a duly called meeting of the Board. The Chair is also the Chair of the Executive Committee. The Secretary is the Coordinator of External Relations.

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 individuals may be appointed as ex officio by the Chair of the Board.
3. The Board will consist of at least twenty-five (25) but not more than fifty (50) members.
4. All members, other than ex officio and those specified under Article II, 2, shall be elected for three-year membership. Membership may be extended in three-year increments by recommendation of the nominating committee and a majority vote of the membership present at a duly called meeting.
5. No more than two members representing the same firm may serve on the Board simultaneously.
6. A member of the Board may be removed by a two-thirds majority vote of those present at a duly called meeting of the Board. The proposed removal must be on the agenda of the meeting at which said action is to take place.

Article III

Election of Members

1. Nominations, including those to fill vacancies, shall be submitted to the Board for approval. A majority vote of the members present is needed for approval. Although such votes will normally occur at a duly called meeting of the Board, the Chair may call in certain circumstances for a vote by mail or by phone.
2. Any member shall be eligible for re-election for a subsequent term.
3. The Membership Committee shall submit the names of proposed candidates to each member of the Board at least ten days prior to the meeting at which the election is to be held. Such elections must be on the agenda for that meeting.
4. Members of the Board shall give due consideration to the recommendations of the Membership Committee, but they may accept nominations from the floor and elect any other person or persons to membership on the Board in accordance with these Bylaws.
5. Election for membership will normally be by open election. A majority of the votes cast shall be necessary for the election of a member.

Article IV

A. Meetings

1. Annual Meeting: The Annual Meeting of the Board shall be held during the spring semester or at such other times as deemed appropriate by the Board.
2. Regular Meetings: The regular meetings will be scheduled in the spring and fall of each year.
3. Special Meetings: Special meetings of the Board may be called by the Chair at any time or upon a written request to the Chair signed by seven of the voting members of the Board. Special meetings may be constituted through conference calling of members.
4. Quorum: One-third of the voting members of the Board shall constitute a quorum for the transaction of business at any meeting of the Board.
5. Voting Members: All members of the Board, except ex-officio, are eligible to vote on any matters considered by the Board.

B. Notice of Meetings

1. Annual and Regular Meetings: Notices shall be given by mail or phone to members at their usual address at least ten days prior to the scheduled meeting. The notice will specify time, place, and the agenda for the meeting.

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 one additional year on the Executive Committee.

B. Chair-elect

1. To perform the duties of the Chair in the absence of the Chair.
2. To perform other duties as may be conferred by the Chair consistent with the Bylaws.
3. To serve as Chair-elect.

C. Secretary

1. To keep accurate records.
2. To preserve all documents and records determined by the Board to be a part of its official records.
3. To conduct correspondence as directed by the Board.
4. To serve as an ex-officio member of all committees of the Board.
5. To record the proceedings of all regular, annual, and special meetings of the Board.

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.