

Business College Council

Purpose: The Council shall act as the principal forum for the discussion of all matters of broad concern to the College of Business; review fundamental issues and make recommendations to the Dean with the overall purpose of improving and facilitating the operation of the Departments and the College of Business; serve as a liaison between the faculty, staff, and students and the Dean; serve as a liaison between the Faculty Senate and College faculty; evaluate the governance of the College as described in these *By-Laws* and their Appendices and Attachments on an annual basis and make recommendations concerning appropriate changes to the Dean; and establish standing sub-committees and *ad hoc* committees as appropriate.

Membership: The Business College Council shall be composed of:

- a. One representative from each Department elected by the Departmental faculty as a whole
- b. Four tenured, at large representatives elected by the College faculty as a whole
- c. Director of the SBDC, *ex-officio*, non-voting.

(NOTE: No more than three members of any one Department shall be allowed to simultaneously sit on the Business College Council.)

Chair: The Chair of the Council shall be a tenured faculty member elected by and from the elected representatives of the Council. The Chair shall be elected annually at the Council's first meeting during the Fall Semester. The Chair shall vote only in case of a tie vote.

Vice Chair: The Vice Chair shall be a tenured faculty member elected by and from the elected representatives of the Council. The Vice Chair shall preside over the activities of the Council in the absence of the Chair. The Vice Chair shall administer and oversee the elections of the College. The Vice Chair shall be elected annually at the Council's first meeting during the Fall Semester.

Steering Committee: A Steering Committee shall serve as the executive policy committee of the Council and advise the Dean on all matters pertaining to the faculty, staff, and students of the College of Business. The Steering Committee shall be composed of the Council Chair and two other members of the Council elected by the Council. The Steering Committee shall be elected annually at the Council's first meeting during the Fall Semester.

Term of Membership: Elected members shall serve staggered, three-year terms; no elected member shall serve more than two consecutive terms.

Agenda: An agenda shall be prepared by the Chair and made available with the call to meet.

Minutes: A summary of work done and actions taken shall be prepared and distributed to members of the Council and to members of the faculty, Chairs of the Departments, the Dean, and

the other College Councils of the University. The Dean shall appoint a secretary to assist the Council in all administrative functions.

Source: College of Business By-Laws