

# Florida Memorial University School of Business



## **ADVISORY COUNCIL BY-LAWS**

**Florida Memorial University  
School of Business**

**Advisory Council**

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## **I. Mission Statement**

The mission of the School of Business Advisory Council (hereinafter referred to as “the Council”) is to provide assistance to the School of Business and Florida Memorial University in the development and maintenance of Business Administration degree programs which is to prepare students to function effectively in a highly competitive technological global society, and to inculcate in students the importance of a life-long learning and a commitment to leadership through service in the enhancement of their lives and the lives of others.

## **II. Objectives**

The objectives of the Council are as follows:

- A. To review, evaluate and make recommendations concerning curriculum and strategic planning for the School of Business.
- B. To assist in the establishment of internship and employment opportunities for School of Business students.
- C. To assist the School of Business in maintaining its program to meet current business needs by:
  - 1. The development of an “Executive Roundtable” program.
  - 2. Support of faculty development initiatives.
  - 3. Participation as guest speakers in class sessions and colloquia.
- D. To assist with resource development projects and student scholarships.
- E. To serve as School of Business advocate within the business community at large.

### III. Relationship to the School of Business and the University

#### A. College Relations

The development of favorable university relations is very important to the School of Business. Toward that end, clear lines of communications need to be established between the Council and the University. The President of the University (or designate) will meet annually with the President of the Advisory Council to discuss the Council's Annual Report that will be delivered to the President of the University on or before July 1<sup>st</sup> of each year. A report summarizing this meeting will be prepared by the Council President and distributed to Council members and the Dean of the School of Business by August 1<sup>st</sup> each year.

#### B. School of Business Relations

In order to effectively discuss and implement Council recommendations and in order to make the best use of Council resources, clear lines of communications also need to be established between the Council and the School of Business. In addition to faculty membership on the Council, Council members need a formal conduit to committees. A designated committee member(s) will meet with the divisional committee once each semester in order to coordinate their efforts, provide feedback and disseminate information. Council committees shall work directly with divisional committees/coordinators as follows:

<u>Council</u>	<u>School of Business</u>
Curriculum	Curriculum
Internships	Internships
Executives' Roundtable	General Faculty
Resource Development	

## **IV. Council Structure**

### **A. Membership**

#### **1. Composition**

The best interests of the board are served by members who are committed to the success of the Council and able to participate in Council activities. Therefore, the Council will be comprised of no more than twenty-three members who are comprised of representatives from businesses in both public and private industry including manufacturing, banking, retail and service industries, retired executives and representatives from government and not-for-profit institutions. In addition, Council members will be comprised of the Presidents of each club in the School of Business. A member will be dropped for missing three consecutive meetings without contact.

#### **2. Term**

Council members shall serve three-year renewable terms, except student members, who shall serve terms as long as they are President of their club. The Council recognizes that members have many pressing demands for their time, and therefore requests only a three-year commitment. Provision is made however, for members to renew their term if member's schedule permits.

#### **3. Officers**

Council signature will include a President, Vice-President and Secretary. Officers will serve a two-year term. In that the Council believes that continuity of leadership is a priority, the Vice-President will succeed the President position upon completion of the Vice-President's term.

## B. Committees

After consultation with the Council, the Dean of the School of Business shall appoint the committee members.

### 1. Curriculum

The purpose of the committee shall be to review course offerings and content in order to maintain and improve the relevance of divisional offerings.

### 2. Internships

The Council strongly endorses the value of an internship experience for students. The purpose of the committee shall be to develop new internships, maintain existing internships, and to generally strive to improve the internship experience for School of Business students.

### 3. Executive Roundtable

The purpose of the Executive Roundtable committee is to help School of Business faculty as well as students keep in touch with the business community. The purpose of the committee is to assist in the following:

- A. Making presentations to student organizations and class sessions, or helping the School of Business find speakers for these groups.
- B. Development of an Annual Executive Roundtable Breakfast Series.
- C. Providing the School of Business with opportunities to develop non-credit programs for your organizations.

## **V. Meetings**

- A. The Council shall meet once per semester. The Council and council committees may choose to meet more often if desired.
  
- B. A quorum shall consist of a majority of the members. A majority of those voting members in attendance is required for passage of all elections of officers, resolutions, motions and by-law amendments.