

CONSTITUTION AND BY-LAWS

SCHOOL OF ACCOUNTANCY ADVISORY COUNCIL

College of Business

University of South Florida

Effective Date 10/20/1992

Revised 11/09/2007

PREAMBLE

The Advisory Council of the School of Accountancy of the College of Business is committed to the goals of academic excellence established by the University of South Florida and operates with the approval of the College of Business of the University of South Florida.

ARTICLE I

Section 1

The name of the organization shall be “USF School of Accountancy Advisory Council” (the “Council”)

ARTICLE II

Section 2

The objectives for the Council are to assist the School of Accountancy of the University of South Florida, including to:

- A. provide and channel communications among the faculty of the School of Accountancy and the professional community that the School serves;
- B. provide a source from which the faculty and the School Director may seek and receive advice relating to faculty research, faculty involvement in the profession and community, curriculum development necessary to meet the needs of a dynamic business environment, and other matters;
- C. assist in the development of plans to obtain financial support for vital needs such as research projects, faculty salary supplements, library, student grants, and equipment not funded through the state budget;
- D. identify with and promote a positive image of the students, faculty and programs of the School in the professional community and to the general public;

- E. provide an outside voice to the University administration relative to the School's needs, directions and activities;
- F. assist the faculty in finding opportunities that will enable them to obtain the relevant practical experience necessary for a quality professional program and, for such experience, to meet the requirements that have been established by the AACSB International – The Association to Advance Collegiate Schools of Business for accreditation of programs in accounting;
- G. assist the faculty and administration in recruiting and retaining students and faculty of the highest quality;
- H. assist the School in maintaining accreditation of the accounting program by AACSB International.

ARTICLE III

Section 1

The Council shall consist of persons knowledgeable in the field of public and governmental accounting. Upon recommendation by the Executive Committee, other faculty from the School of Accountancy may be appointed as ex-officio members.

Section 2

The number of Council members shall be set at twenty-five initially, consisting of the Director of the School of Accountancy and twenty-four appointed members, determined in accordance with the by-laws of the Council. All members of the Council shall be voting members.

Section 3

The Executive Committee may nominate Council Members for Emeritus status. Emeritus membership will be conferred by a majority vote of Council members in attendance at a duly called meeting. Emeritus membership shall be granted in recognition of long and distinguished service to the Council and School. Emeritus members in attendance at duly called Council meetings shall have the right to vote on all matters coming before the Council.

ARTICLE IV

RULES

Section 1

Rules governing the organization shall be the Constitution, as contained herein, and the By-Laws.

Section 2

A quorum shall be constituted by at least 15 voting members of the Council at a duly called meeting.

Section 3

The officers for the Council shall be (1) a chairperson, and (2) a chairperson-elect. Additional officers may be designated by vote of the membership. The Director of the School of Accountancy shall serve as Executive Secretary to the Council.

Section 4

The Council normally shall hold a regular meeting in the fall and spring semester of each year on dates selected and announced at least thirty days in advance by the Council Chairperson. Special meetings may be called, if deemed necessary, by the Council Chairperson or the Executive Secretary.

Section 5

The election of officers shall be conducted at the regular spring semester meeting.

ARTICLE V

COMMITTEES

In order to facilitate its objectives and to better assist the School of Accountancy with its programs and activities, the Advisory Council shall operate under the following standing committees:

- A. Executive Committee – shall consist of the Chairperson, the Chairperson Elect, chairpersons of Council committees, the past Chairperson, and the Executive Secretary to the Council. This Committee will conduct any emergency business between regular meetings of the Council. The Executive Secretary shall be a voting member of the Executive Committee as well as the Advisory Council.
- B. Ad hoc committees shall be appointed as needed by the Executive Committee.

ARTICLE VI

AMENDMENTS

Section 1

The Constitution or the By-Laws may be amended by a two-thirds vote of the membership regardless of whether or not present at a scheduled meeting of the Council.

BY-LAWS

TITLE A

Purpose

- A. The purpose of the By-Laws is to identify the methods by which provisions of the Constitution shall be applied to the operation of the Council.

TITLE B

Officers

- A. Term of Office – An officer’s term of office shall commence on July 1 and expire on June 30.
- B. Duties of Officers
1. The Chairperson shall be the executive head of the Council and shall preside over its meetings. He/ she shall:
 - be the executive head of the Council and shall preside over its meetings;
 - decide points of order;
 - have the power to appoint any officer in case of vacancy.
 2. The Chairperson Elect shall:
 - assist the Chairperson in the performance of his/her duties;
 - succeed to the Chairperson’s power and duties in his/her absence or disability;
 - have general responsibility for programs at regular meetings.

3. The Executive Secretary shall:
- keep complete minutes of all meetings;
 - be responsible for general correspondence;
 - assist the Chairperson Elect with the structuring of programs at regular meetings.

TITLE C

Membership

- A. Members shall be appointed initially by invitation of the Director of the School of Accountancy and the School of Accountancy faculty. The Executive Committee shall make recommendations concerning membership to the Advisory Council. Subject to the approval by a majority of the members of the Advisory Council present, the individuals recommended by the Executive Committee shall be appointed. Any member elected to the office of Chairperson or Chairperson Elect whose term otherwise would have expired prior to taking office as Chairperson or Chairperson Elect shall automatically be reappointed for an additional three-year term.
- B. Members shall be appointed for three-year terms beginning July 1. Initial terms shall be for two, three or four years.
- C. Members retiring from any term shall be eligible for reappointment.

TITLE D

Nomination of Officers

- A. The Executive Committee shall make nominations for the office of the Chairperson and the Chairperson Elect.
- B. Nominations may also be made by other Council members so long as permission had been obtained from the nominee prior to the submission of his/her name.