

**CONSTITUTION
ADVISORY BOARD
FOR THE DAVIS COLLEGE OF BUSINESS AND ECONOMICS
RADFORD UNIVERSITY**

The mission of the Advisory Board is to provide advice, guidance, and support for the continuing development of high quality business programs at Radford University.

ARTICLE I (Name)

This organization shall be known as the Advisory Board for the Davis College of Business and Economics (aka, the Davis COBE Board).

ARTICLE II (Membership)

Section 1. The Davis COBE Board shall have a maximum of 10 of it's members on the Executive Committee. Individuals shall be nominated for Board membership by a majority of the Executive Committee and elected by a majority of the voting members of the Davis COBE Board attending any regular meeting. The associated expectations are identified in Table 1.

Table 1. Davis COBE Board and Associated Expectations/Requirements.

Board Category	Financial Donation	Meeting Participation	Event Participation	Remarks
Board Member	An annual contribution in any amount to a Davis COBE sponsored fund initiative is expected.	Participate in at least half of the Board meetings every year.	Participate in at least two Davis COBE educational / mentoring activities annually.	Voting members that serve 3 year terms.
Executive Committee Member	An annual contribution of at least \$2000 to a Davis COBE sponsored fund initiative is required.	Participate in at least three Board/Committee meetings every year.	Participate in at least two Davis COBE educational / mentoring activities annually.	Chair, Vice Chair and upto 8 other voting members that serve 2 year terms.
Ex-Officio Members	A contribution to a Davis COBE sponsored fund initiative is encouraged.	Participation is encouraged.	Participation is encouraged.	President, Provost, Vice President for University Advancement, Dean, Associate Dean, Department Chairs, MBA Director, Director of Advancement - Davis COBE, and Board Coordinator. No voting rights

ARTICLE III (Purpose)

Section 1. The general purpose of the Davis COBE Board is to provide advice, guidance, and support for the continuing development of high quality business programs at Radford University. The Board's role is advisory to the Dean and faculty in promoting leadership in business.

Section 2. It is anticipated that the Davis COBE Board will assist in promoting the professional image of and good relations for the Davis COBE with the larger business community. More specifically, the Board shall assist the College by:

a. Providing advice and counsel to the Dean and faculty on all pertinent matters that affect the college, internal as well as external, to best relate the college and its programs to the changing needs of the business community.

b. Supplementing the existing career counseling and placement services to increase the availability of job opportunities to undergraduate and graduate business majors, including communication between business people and students to acquaint students with challenges and opportunities.

c. Providing the faculty opportunities for meaningful business engagements, short-term employment in responsible positions, and other relationships and programs with the business community, including providing research support for faculty members by assisting in gaining access to or by creating databases and, if appropriate, providing research grants.

d. Sharing the special insight and expertise of business executives through classroom presentation or other meeting situations, executive-in-residence programs, executive to student counseling and faculty consultation.

e. Assisting the College in acquiring the resources necessary to continue its development as a leader in the education of business majors by taking an active role in private fund-raising activities.

ARTICLE IV (Officers)

Section I. The Chair and the Vice Chair of the Board shall be elected by the voting members upon the recommendation of the Executive Committee. These officers may not serve more than two consecutive one year terms.

Section 2. The Chair shall preside over all meetings of the Davis COBE Board, shall have and exercise general control and supervision over the affairs of the Board, shall see that all orders and resolutions of the Board are carried into effect, shall be a member of all committees of the Board with voting privileges, and shall perform other duties and exercise other powers as may be assigned to him or her by the Board. The Chair shall chair meetings of the Board and Executive Committee and work with the Dean in formulating the agenda.

Section 3. The Vice Chair shall serve in absence of the Chair.

Section 4. The Dean of the Davis COBE shall appoint the Board Coordinator.

Section 5. The Executive Committee shall consist of the Chair of the Advisory Board, the Vice Chair of the Advisory Board, and up to eight additional members (elected by the voting members), and the Dean of the Davis COBE. The Executive Committee shall be authorized to act on behalf of the Board as necessary. A simple majority of the Executive Committee shall have the authority to act for the whole Board on all matters not in conflict with the Constitution or bylaws.

ARTICLE V (Meetings)

Section 1. Recognizing that individual members of the Davis COBE Board will be contacted throughout their term for advice on specific issues, the Board will only meet formally in the spring and fall of each year on dates established by the Chair in consultation with the Dean. Committees, as defined by the Executive Committee, will meet during part of the general meetings and on other dates as appropriate. The format of meetings will generally be open and informal to maximize discussion.

Section 2. For the Davis COBE Board as a whole and for the Executive Committee, a quorum shall consist of a majority of those members present at any called meeting. All called meetings shall be announced at least two weeks in advance.

ARTICLE VI (Financial and Time/Event Reporting)

Section 1. The Dean of the Davis COBE and the Director of University Advancement - Davis COBE will create and manage a fund raising campaign that includes COBE sponsored fund raising initiatives with financial goals.

Section 2. The Davis COBE Board will provide ideas and assistance with the fund raising campaign.

Section 3. At each Davis COBE Board meeting, the Director of University Advancement - Davis COBE will report to the Board the status of all Davis COBE Board members financial, time and/or event contributions towards COBE sponsored initiatives.

ARTICLE VII (Amendments)

Amendments may be added at regular meetings of the Board upon approval by two-thirds of the voting members present provided the members have been sent a copy of the amendment prior to the meeting.

ARTICLE VIII (By-Laws)

By-laws may be adopted by a majority vote of the members present at any Board meeting. The By-laws must be consistent with this Constitution.

*Amended 8 January, 2021
Ratified 5 February, 2021*