

CONSTITUTION AND BY-LAWS

ACCOUNTING & INFORMATION SYSTEMS ADVISORY COUNCIL SCHOOL OF BUSINESS UNIVERSITY OF KANSAS

CONSTITUTION

PREAMBLE

The Advisory Council of the Accounting & Information Systems Area of the KU School of Business is committed to the goals of academic excellence established by the University of Kansas and the AACSB and operates with the approval of the School of Business at the University of Kansas.

ARTICLE I

NAME

Section 1.

The name of the organization shall be "University of Kansas Accounting & Information Systems Advisory Council" ("The Council").

ARTICLE II

OBJECTIVES

Section 1.

The purpose of the Advisory Council is to assist the Accounting & Information Systems Area_(AIS) of the University of Kansas, by:

- (1). Providing a channel of communication between the faculty in the Accounting & Information Systems Area and the professional community it serves.
- (2). Providing a source from which the faculty and Area Director may obtain advice related to faculty involvement in the profession and community, recruiting of accounting & information systems students, curriculum development necessary to meet the needs of a dynamic business environment, and other matters.
- (3). Providing the accounting faculty a forum to discuss their research programs and the implications for practice.
- (4). Communicating to the AIS faculty current accounting & information systems issues and concerns deserving of academic study.

- (5). Assisting in the development of plans to obtain financial support for vital needs not funded through the state budget such as research projects, faculty salary supplements, library, student grants, and equipment.
- (6). Reviewing the status of private funds of AIS and advise the Director on matters related thereto.
- (7). Identifying with and promoting a positive image of the students, faculty, and programs of AIS in the professional community and to the general public.
- (8). Providing an outside voice to the University administration relative to AIS needs, directions and activities.
- (9). Assisting the faculty in finding opportunities that will enable them to obtain the relevant practical experience necessary for a quality program and to meet the requirements for such experience, which have been established by AACSB International for accreditation of programs in accounting.
- (10). Assisting the faculty and administration in recruiting and retaining students and faculty of the highest quality.
- (11). Assisting AIS in maintaining accreditation of the accounting program by AACSB International.

ARTICLE III

MEMBERSHIP

Section 1.

The Council shall consist of persons knowledgeable in the field of public, private and governmental accounting or information systems. Council members should be at the senior level of management and generally have been in career for at least ten years.

Section 2.

A Quorum shall be constituted by a simple majority of the voting members of the Council.

Section 3.

The officers of the Council shall be (1) a Chair, (2) a Vice Chair and (3) the AIS Area Director. Additional officers may be designated by vote of the membership.

Section 4.

The Council shall normally hold two regular meetings each year on dates selected and announced at least thirty days in advance by the Council Chair. Typically, these meetings will be held in May and November of each academic year. Special meetings may be called, if deemed necessary, by the Council Chair or the Area Director.

Section 5.

The election of officers for the academic year shall usually be conducted at the May meeting, the term of which shall commence at the end of the May meeting.

Section 6.

By a simple majority vote of Council membership, a member may be appointed to Emeritus status. This appointment and title shall be reserved for members of long standing who have made exemplary contributions to the AIS Council.

ARTICLE IV

COMMITTEES

In order to facilitate its objectives and to better assist AIS with its programs and activities, the Advisory Council shall operate under the following committees and others as determined by the Executive Committee.

- A. Executive Committee -- Chair, Vice Chair, Chairs of Committees, three at-large members, past Chairs, the AIS Area Director, and such other person(s) serving at the pleasure of the Chair. This Committee will conduct any necessary business between regular meetings of the Council.
- B. Committee on Membership -- The Committee shall recommend to the Executive Committee candidates to fill vacancies on the council. The Committee shall also make nominations for the office of Chair and Vice Chair and recommendations to the Executive Committee as to membership on all committees.
- C. Committee on Development -- The Committee shall work to promote the understanding and the image of the Accounting & Information Systems Area in the business community and shall assist AIS in obtaining resources from alumni and friends as well as corporations and foundations. The KUEA Business Development Officer and/or his/her designee shall be a permanent member of this committee.
- D. Committee on Accounting Education -- The committee shall provide input to the faculty concerning the nature and structure of the various programs and the needs of the business and professional community.
- E. Committee on Information Systems Education -- The committee shall provide input to the faculty concerning the nature and structure of the various programs and the needs of the business and professional community.
- F. Committee on Student Recruiting -- The committee shall provide input to the faculty concerning strategies to recruit and retain high quality students.

- G. Committee on Career Services -- The committee shall provide input to the faculty concerning strategies that will provide all AIS graduates with high potential career opportunities.
- H. Committee on Research -- The committee shall provide input to the faculty concerning strategies that will produce high quality research.

ARTICLE V

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 for the Accounting & Information Systems Area shall be applied to the operation of the Council.

TITLE B

Officers

- A. Term of Office - An officer's term of office shall be one year and commence at the conclusion of the annual May meeting. Officers may be elected to a maximum of three consecutive one-year terms.
- B. Duties of Officers - The Chair 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;
 - have general responsibility for programs at regular meetings.
- C. The Vice Chair shall:
 - assist the Chair in the performance of his/her duties;

- succeed to the Chair's power and duties in his/her absence or disability;
- succeed to the position of Chair at the expiration of the Chair's term;
- serve as an advisor to the associate advisory council.

D. AIS Area Director shall:

- assist the Chair with the structuring of programs at regular meetings;
- together with the Chair and Committee Chairs, coordinate meetings and activities of the standing or other committees;
- report on the status and use of private funds;
- make recommendations to the Committee on Membership regarding possible candidates for membership on the Council.
- keep complete minutes of all meetings.
- be responsible for general correspondence.

TITLE C

Advisory Council Membership

- A. The Committee on Membership shall make recommendations to the Executive Committee concerning membership on the Advisory Council. After approval by the Executive Committee, the nominated individuals are subject to the approval by a simple majority of the members of the Advisory Council present (or by e-mail ballot). Any member elected to the office of Chair or Vice Chair, whose term would have otherwise expired prior to taking office as Chair or Vice Chair, shall automatically be re-appointed for an additional three-year term.
- B. Members shall be appointed for three-year terms commencing at the end of the May meeting or at the beginning of the meeting immediately following their appointment to the Council.
- C. The Council shall be limited to a maximum of 50 full members and 15 associate members.
- D. Each member of the Advisory Council shall be a Dean's club_member or be responsible for fund raising at a minimal amount of \$1,000 a year inclusive of matching funds from the individual's employer.
- E. Each member shall be required to provide annual contribution support in an amount determined by the Executive Committee and ratified by the full Council.

TITLE D
Associate Membership

- A. The Committee on Membership shall nominate individuals for Associate Membership on the Advisory Council. Subject to the approval by a simple majority vote of the Executive Committee, the individuals recommended by the Committee on Membership shall be appointed. Each individual nominated should have received at least a bachelor's degree and have been in career at least two years, but generally no more than ten years from the commencement of their initial term.
- B. Associate Members shall be appointed for three-year terms commencing at the end of the May meeting or at the beginning of the meeting immediately following their appointment to the Council.
- C. Upon resignation during an individual's term, the Committee on Membership shall nominate another individual to the Executive Committee for approval. The new individual shall complete the term of the resigning individual.
- D. Each Associate member shall be appointed to a committee or task force of the Advisory Council on which to serve.
- E. Associate members have non-voting status and may not chair a committee.
- F. Each Associate member shall be required to provide an annual contribution (see Title C, Section E), and encouraged to make a contribution or to raise funds at a minimal amount of \$250 a year, inclusive of matching funds from the individual's employer.
- G. The presidents of Beta Alpha Psi and ISAK, and a MAcc representative shall be ex officio members, with no financial contribution requirements.