

# **BYLAWS OF THE ADVISORY COUNCIL OF THE GREENLEE SCHOOL OF JOURNALISM AND COMMUNICATION**

## **I. NAME**

- A. The name of this organization shall be: The Greenlee School Advisory Council.

## **II. MISSION**

The Advisory Council was created to support the school, Director, faculty, staff and students in a collaborative partnership to make the Greenlee School of Journalism and Communication the premiere institution for educational, professional and scholarly contributions to communication and society.

## **III. PURPOSE AND FUNCTIONS**

- A. The Council shall be a service organization of the School.
- B. The Council shall have the following functions:
  1. To serve as a forum for the exchange of facts and perspectives among its members, the Director, faculty, staff and students.
  2. To advise and help the Director, faculty, staff and students interpret the mission, programs, accomplishments, objectives and aspirations of the School to its alumni, friends and communication practitioners and scholars across the state, nation and world.
  3. To help guide the School in such areas as alumni relations career advising; fundraising; public relations and external communications; and professional, educational and scholarly opportunities.
  4. To strengthen ties between the School and communication industries, emphasizing student internships and employment.

5. To strengthen ties between the School and alumni, including but not limited to working closely with the Society of Alumni and Friends and the Iowa State Univ. Alumni Association.
6. To be advocates for the School to the College and University administration, the Iowa State Univ. Foundation and Board of Governors, the Board of Regents and other members of higher education, the communications industry, corporations and foundations, the media, the Legislature and other government entities, as appropriate, along with alumni and friends.
7. To foster the spirit and concept of the land grant mission of Iowa State University to insure Iowa State's position as the nation's premiere land grant institution.

#### IV. MEMBERSHIP

- A. A term of service for an individual on the Council will be three years, with staggered one-, two- and three-year terms of current and founding members to be determined by lot in the fall of 2004.
  1. Members in good standing (those who attend at least 50 percent of the regular Council meetings) will be eligible for a second successive term. Members shall serve no more than two successive terms. Such members may be eligible for reappointment following one year off the Council.
  2. There shall be between 20-35 Council members in good standing on the Council.
  3. Ex-officio Council members may be nominated by the Director and approved by the Council.
  4. All James W. Schwartz Award recipients shall be named honorary, non-voting members of the Council.
- B. The majority of the Council shall be Iowa State University alumni.
  1. At least one Council member also must be a member of the Greenlee Society of Friends to serve as a liaison between the two groups and to help facilitate membership nominations from that body to the Council.

2. Council members may be chosen in a nomination process to be established by the Society of Alumni and Friends in consultation with the Director, faculty, staff and students.
3. Council members may also nominate new members directly from the ranks of alumni, education, government, industry or other segments of society, providing that nominees are distinguished in their fields.
4. A majority vote of the Council in the affirmative will be sufficient to add a new member for a three-year term.
5. At every other spring meeting, beginning with the 2004 meeting, the Council shall elect a chairperson and vice-chairperson to serve two-year terms beginning in the fall. The vice-chairperson shall become the chairperson at the end of his/her two-year term.
6. Other offices may be created by a majority vote of the Council.
7. Any vacancy occurring on the Council shall be filled by the affirmative vote of a majority of the members in good standing in attendance at the meeting when the vote is taken. A person so-elected shall serve until the end of the vacated unexpired term.

## V. RESPONSIBILITIES

In fulfilling the mission statement:

- A. The Council will meet two times each year in the Fall and Spring at Iowa State University. The Fall meeting shall be designated as the Council's annual meeting for the purpose of electing Council members and officers.
  1. The Council will determine the date of future meetings at the close of business of a meeting in progress so that members may coordinate their calendars.
- B. All meetings shall be open with the exception of executive sessions to discuss personnel issues especially as they relate to membership on the Council.
- C. The Director will keep the Council informed about the School's programs, policies and achievements through regular communication.

- D. The Council may adopt additional projects and duties in consultation with the Director, faculty, staff and students, including but not limited to class visits, professional workshops, student and faculty excursions to communication outlets, educational collaborations and other learning initiatives; however, it shall not engage in the administrative and management affairs of the School.

## VI. AMENDMENTS TO BYLAWS

- A. These bylaws may be altered, amended or repealed by the affirmative vote of a majority of those Council members present at the meeting when the vote is taken. A notice of the proposal to alter the bylaws must be sent to all members in good standing at least two weeks before the vote is taken.