



**UNIVERSITY OF NEBRASKA-LINCOLN  
COLLEGE OF JOURNALISM AND MASS  
COMMUNICATIONS  
DEAN'S ADVISORY BOARD**

**ARTICLE I**

**A. Name**

This body shall be known as the University of Nebraska-Lincoln College of Journalism and Mass Communications Dean's Advisory Board.

**B. Purposes**

The UNL CoJMC Dean's Advisory Board is to provide counsel to advance the College priorities, initiatives, strategies, and goals. When requested by the Dean, the Board develops recommendations on the priorities of the College. Additionally, the Board seeks to expand investment and alumni engagement in the College. Members serve as liaisons and advocates for the College with relevant constituencies in the public and private sectors in Nebraska, the nation, and the world, with the goal of enhancing and broadening the reputation of the College.

**C. Organization**

1. Membership in the CoJMC Dean's Advisory Board shall be by invitation of the Dean of the College of Journalism and Mass Communications.
2. Membership on the CoJMC Dean's Advisory Board will consist of graduates of the College or other stakeholders representing the college's academic disciplines, in both the private and public sectors.
  - i. The Board will consist of individuals who have earned recognition for sound judgment, integrity, and decisive action.
3. The number and qualifications of the board members are specified in Article II.
4. The Chair of the Advisory Board is appointed by the Dean of the College, with confirmation by the Advisory Board. The Vice Chair and Secretary are selected by a majority of the voting members present at a meeting of the Advisory Board. The term of office for all Officers is one year, with the potential of re-appointment or re- election.
5. Under direction of the Dean, the Advisory Board may create committees as needed, to be instituted by a majority vote of the members of the Advisory Board when a quorum of a majority number of members is present.

## ARTICLE II

### Membership

1. The Dean of the College of Journalism and Mass Communications is a non-voting *ex officio* member of the Board.
2. The Advisory Board will consist of up to 20 members.
3. A development staff member assigned to the College of Journalism and Mass Communications may serve as an *ex officio* non-voting member.
4. Each member, other than *ex officio* and those specified under Article II, shall be appointed for a three-year term with the potential for re-appointment by the Dean. Those appointed to fill vacancies shall hold such membership until the expiration of the term of the member whose vacancy they fill. (*Initial appointments will be staggered with one-third appointed to three-year terms, one-third to two year-terms, and one-third to one-year terms.*)
5. A member of the Advisory Board may be removed if he or she misses two consecutive full meetings, or if they no longer meet the criteria of membership under Article I, C-2.

## ARTICLE III

### A. Meetings

1. Meetings: The Advisory Board shall meet quarterly at such times as deemed appropriate by the Dean and Chair.
2. Interim Meetings: Sub-committee and ad hoc meetings may be held as necessary.
3. Voting Members: All members of the Advisory Board, except *ex officio* members.

### B. Agenda and Minutes

1. A written agenda shall be set by the Dean and Chair. The Dean's Office will disseminate the agenda to the board members at least one week in advance of a scheduled meeting.
2. After each board meeting, a brief written summary of the meeting will be prepared by the Secretary and distributed to each board member and the Dean.
3. Rules of Order shall govern the conduct of all meetings of the Advisory Board. When such rules are in conflict with the Articles, the latter shall govern.

## **ARTICLE IV**

### **Officer Duties**

#### **A. Chair**

1. To preside at all meetings of the Advisory Board.
2. To submit to the Advisory Board for approval a list of members willing to serve on Committees.
3. To report to the members of the Advisory Board at their regular and annual meetings and at special meetings when necessary.

#### **B. Vice Chair**

1. To perform the duties of the Chair in the case of the Chair's absence.
2. To perform other duties as may be conferred by the Chair consistent with the Articles.
3. To maintain order at Advisory Board meetings.

#### **C. Secretary**

1. To record and disseminate meeting minutes.

## **ARTICLE V**

### **Committees**

1. The Dean shall establish standing committees, as needed.
2. Ad hoc committees may be appointed by the Dean.
3. All committees shall submit reports prior to the full Board meeting to be reviewed and placed on the agenda.

## **ARTICLE VI**

### **Article Amendments**

1. Recommendations to amend the Articles may be offered to the Advisory Board.
2. Proposed amendments will be brought to the CoJMC Executive Committee to be discussed and vetted prior to their final approval by the Dean.
3. Notice of the proposed amendments must be on the agenda of the meetings at which the amendments are to be considered.
4. Articles may not be modified to change the mission and purpose of the Advisory Board as defined in Article I, B.