

BUTLER UNIVERSITY MBA ASSOCIATION

Preamble

Whereas we believe that a group of graduate college students interested in the field of business should organize for mutual benefit, we hereby establish the Butler University MBA Association, hereinafter “MBA Association.”

Article I. Purpose

Section 1. The rules and regulations of Butler University shall take precedence of this constitution.

Section 2. The purpose of the Butler University the MBA Association shall be:

- a. To better, appreciate, study, and discuss business problems;
- b. To improve business networking and relationships;
- c. To encourage and uphold sound, honest practices, and to keep business operations on a high ethical plane;
- d. To promote friendly and professional relations between students, faculty and business people through programming and networking events.

Article II. Membership

Section 1. Membership shall be open to degree seeking MBA students of any concentration who are interested in business and any other individuals who are approved by the board of directors.

Section 2. To be an active member of the MBA Association, a person must pay the dues in the amount that has been approved by the board of directors.

Section 3. The organization will not discriminate on the basis of race, age, disability, gender, national origin, sexual orientation, religion, residence, or any other legally-protected category as well as attempt to be accessible to all regardless of physical or mental disability.

Article III. Board of Directors

Section 1. The board of directors shall be comprised of four to ten currently enrolled MBA students. The board must consist of at least one new board member still enrolled in 400 level courses. Officer positions will be assigned as deemed necessary by the MBA Association.

Section 2. The board of directors shall be elected in the spring of each year to serve the following year. The selection of the board shall proceed as follows:

- a. All active members of the MBA Association who are students of the MBA program and who have paid dues (if applicable) in full covering the entire term of office will be eligible to be elected to the board.

- b. Candidates must declare their candidacy at the annual MBA Association meeting where elections will occur. The candidates shall follow the election process that is promulgated by the current board members. This process shall be communicated in writing to the candidates in advance of the election.
- c. Terms begin the first of June of every year and conclude on the 31st day of each May.
- d. In the case there are no current board members available, a faculty sponsor may temporarily assign board positions for the duration of the current term.
- e. Any currently enrolled MBA student may hold positions on the board of directors; however, students need complete at least one academic semester at either the 400 or 500 level and be in good academic standing before assuming office.
- f. Butler University alumni, faculty, and staff may participate as needed. The faculty advisor shall be chosen as approved in Article V.

Section 3. All elected board of directors shall be chosen by secret ballot, and after members have announced their candidacy from the floor at the annual meeting. The candidates receiving a plurality of all votes cast shall be elected.

Section 4. Any board member or other elected officer who fails to serve in an agreed-upon official capacity may be removed. Such action shall be effective only upon a two-thirds vote of the board of directors taken at an official meeting called for such purpose.

Section 5. In the event of a vacancy on the board of directors resulting in less than four board members, the proper procedures for initially electing members to the board of directors shall be followed.

Article IV. Duties of the Board of Directors

Section 1. The president's duties shall be to preside at all meetings and to be the chairperson of the board of directors.

Section 2. The vice president of programs has the responsibility for developing, recommending, and implementing programs for the MBA Association. Additional chairperson's may be appointed by the president to handle special programs such as projects and seminars. The vice president of programs shall perform the duties of the president in the president's absence. In the event of vacancy of the presidency, vice president of programs shall succeed to the presidency.

Section 3. The vice president of communications shall keep all records (except financial), handle written correspondence, perform such other related duties as the president delegates, and prepare a written report of each meeting which will be distributed prior to the next meeting.

Section 4. The vice president of finance shall collect all funds and deposit them in an account approved of by the MBA Association and Butler University. He/she will be responsible for responsible for making all necessary expenditures and keeping financial records.

Section 5. All members of the board of directors shall attend all meetings and appoint special committees as deemed necessary.

Section 6. All members of the board of directors shall promote the events and affairs of the MBA Association to the school, community, and potential members.

Article V. Faculty Advisor

Section 1. The administration of the College of Business shall appoint a full-time faculty advisor who will be the personal representative of the administration.

Section 2. The advisor will serve for at least one full school year, shall attend the meetings of the MBA Association, and shall aid and advise the group on matters under consideration

Section 3. The faculty advisor shall be responsible for the continuity of records and other property of the MBA Association.

Section 4. Additional faculty members may be asked to join the appointed faculty advisor whenever the tasks involved make it feasible to have additional faculty representation.

Article VI. Committees

Section 1. The board of directors, which consists of all the elected members at Butler University, shall decide on the policies of the group by way of vote. In the instance of a tie the faculty advisor will cast the deciding vote.

Section 2. The board of directors shall appoint any committees as deemed necessary.

Article VII. Records

Section 1. The records of the Butler University MBA Association shall consist of a minutes, membership records, and financial records, as well as any other such records as the chapter deems necessary.

Article VIII. Bylaws and Amendment

Section 1. The constitution, together with the bylaws, shall constitute the operating basis of the chapter.

Section 2. The constitution may be amended by a two-thirds vote of the members present, with proper notification having first been given to the entire membership.

Section 3. Bylaws may be added or amended by a majority vote of the members present, with proper notification having first been given to the entire membership.

BYLAWS OF THE BUTLER UNIVERSITY MBA ASSOCIATION

Number 1. Butler University's MBA Association dues shall be determined at the time of elections each year for the following year. These dues shall be paid to the board of directors, whose responsibility it will be to hold the dues. Checks may be made to the Butler University MBA Association.

Number 2. A copy of the constitution of the Butler University MBA Association shall be provided for each member of the board of directors. The constitution will be reviewed annually to ensure that it is in keeping with the needs and activities of the collegiate chapter.

Number 3. The number, location and times of meetings shall be determined by the board of directors. Notice of all such meetings shall be posted or sent in writing to all members not less than five days in advance of the date set for the meeting.

Number 4. As the MBA Association is a graduate student organization consisting of members who do

not pay the undergraduate student activity fee to Butler University; therefore the MBA Association will not be eligible to receive Butler University Student Government Association grants.

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