

Kennesaw State University  
Construction Management Department  
Industry Advisory Board By-Laws

ARTICLE 1: Objectives

1. Support the strategic direction and provide a vision to the Construction Management Department in order to become one of the nation's premiere technological universities.
2. Advance and support the highest quality faculty and educational programs for all undergraduate and graduate programs offered by the Construction Management Department as outlined below:
  - a. Certificate Programs in Construction Management and Business Management
  - b. Bachelor of Science in Construction Management with different concentrations
  - c. Master of Science in Construction Management
  - d. Ph.D. Program in Construction Management
3. Act as a liaison between the construction industry and the construction department.
4. The Construction Management Industry Advisory Board will have six (6) working Committees. The objective of these Committees will be as follows:
  - a. Undertake fundraising activities for faculty development, infrastructure acquisition, and scholarship programs.
  - b. Provide outcomes assessment and accreditation support.
  - c. Facilitate alumni, student, and industry relations and outreach.
  - d. Assist in improvement and upgrades of instructional technologies, facilities, and distance learning infrastructure.
  - e. Provide information to the department specific to development of graduate students
  - f. Provide industry guidance to facilitate development of students interested in Facilities Management careers.

## ARTICLE 2: Membership

1. The KSU Dean of the College of Architecture and the Head of the Construction Management Department shall be a permanent member of the Board.
2. All past Board Chairs shall achieve the title “Chair Emeritus” and may continue to serve on the board.
3. It is our intention to maintain a **minimum** level of 35 Board Members who are committed to participating in the Construction Management Department Industry Advisory Board Meetings on a regular basis. **The board member minimum shall include Fellow Board Members and Board Members but shall not include Associate Board Members.**
4. Board Membership shall be limited to one person per company or organization. The member shall be a principal or someone in a leadership position of a company or organization who is determined suitable by the Executive Committee. This suitable person shall furnish a letter of support from his management.
5. Any board member can submit nominations for new members to the Executive Board. The Executive Board will approve/disapprove nominations. Recruitment may extend to members of industry organizations to include ABC, AGC, CMAA, HBA etc. as well as public employers (DOT, etc.)
6. Exiting board members may nominate a replacement from within their company for approval by the Executive Committee. Such nominee shall meet the requirements of the by-laws.
7. Each board member shall agree to serve on one committee.
8. Associate Members serve as Committee Members and are not voting Board Members. Associate Members may be proposed by the Committee Chairs or may apply directly to the Board. All Associate Members must be approved by the Executive Committee. Associate Members may be from the same Company as a Board Member. Associate Members are invited to attend the first and third Board Meetings (generally in September and February). Associate Members may be invited to attend other Board Meetings by the Committee Chair for a special presentation.
9. **Fellow Board Members shall be Board Members showing above normal application of monetary funds towards or personal involvement with the department. Fellow Board Member membership requests must be submitted and approved by the Construction Management Department Industry Advisory Board Executive Committee. Fellow Board Members will be afforded all opportunities and benefits granted toward Board Members but as an added benefit shall also be granted the ability to post recruiting messages on a display at the Construction Management Department Office.**

10. The leaders of the student chapters shall serve as Associate Board Members and shall be assigned to the Alumni, Student, Industry Relations and Outreach Committee. The student chapter leaders are the Presidents of the Constructor Guild, AGC, ABC, CMAA, AACET, NECA, MECA and other industry student chapters. It is the intent that the Board Members of this Committee serve as mentors to these student leaders and provide guidance to the student chapters.

### ARTICLE 3: Term

1. Board members shall serve for an indefinite term.
2. The Executive Committee retains the sole right to “vote-off” Executive Chair and/or Vice Chair and Committee Chairs and/or Vice Chairs due to cause or lack of performance.
3. Board members may not send a substitute to meetings when absent.
4. The Executive Committee retains the sole right to remove a Board Member that does not attend a minimum of two Board Meetings in a year or does not actively participate on a Board Committee
5. The term shall start at the first Board Meeting of the new school year in August.

### ARTICLE 4: Election of Officers and Committee Chairs

1. Executive Committee shall be comprised of Chair, Vice Chair, Past Chair, Committee Chairs, and SPSU Construction Department Chair.
2. The Construction Management Industry Advisory Board Chair shall serve for a term of one year, subject to continuation due to extenuating circumstances with approval of the Executive Committee.
3. The Executive Committee shall, every two years (or sooner, in case of resignation of the Chair or Vice Chair), at the final Executive Committee meeting of the Chair’s term, elect a Board Vice Chair from within the Executive Committee.
4. The Board Vice Chair shall become the Board Chair upon expiration of the term or resignation of the Board Chair.
5. The past Board Chair shall continue to serve on the Executive Committee for two years following the expiration of his term as Chair.
6. Each Committee shall elect a Chair to serve for a term of two years.

7. Each Committee shall elect a Vice Chair or multiple vice Chairs who shall serve at the pleasure or in the absence of the Committee Chair.
8. Each Committee Chair shall also serve on the Executive Committee for the duration of his term as Committee Chair.
9. The Executive Committee shall provide direction to the committees and shall approve major decisions before implementation.
10. Past Board Chair shall not become a committee Chair or Vice Chair but he may continue on the committee as an adviser.

### ARTICLE 5: Meetings

1. The full Construction Management Industry Advisory Board shall meet at a minimum of four times per year.
2. Full Board meeting dates shall be set by the Board Chair and notice will be provided to all members at least 30 days in advance of each meeting.
3. The Executive Committee shall meet at a minimum of four times per year, prior to the Advisory Board meeting.
4. All other Committees shall meet at a minimum of four times per year.

### ARTICLE 6: Benefits of Board Membership

1. Board Members have the opportunity to participate in research and study activities of undergraduate and graduate students and faculty and to receive the work product of these activities.
2. Board members shall have preferential consideration for co-op and internship hires.
3. Board members shall have preferential consideration for recruiting/interviewing students scheduled to graduate in each of the May, August, and December graduating classes.
4. The company represented by the board chair shall have access to the two Construction Management Department Career Fairs free of charge.

ARTICLE 7: Compensation

1. Until and unless funds are available, no Board Member shall receive compensation for services rendered as a member of the Board

ARTICLE 8: Amendment of By-laws

1. Changes to these By-laws shall be by majority vote of the full Construction Management Industry Advisory Board.

I agree to serve as a member of the **Kennesaw State University Construction Management Industry Advisory Board**, abide by the above by-laws for conduction of business and participate actively in Fundraising and Alumni activities.

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Signature / Date

<b>Name</b>	
<b>Title</b>	
<b>Company Name</b>	
<b>Address (Street)</b>	
<b>Address (City, State, Zip)</b>	
<b>Office Phone</b>	
<b>Cell Phone</b>	
<b>Fax</b>	
<b>Email Address</b>	
<b>Company Website</b>	