

CONSTITUTION AND BY-LAWS

LYNN PIPPENGER SCHOOL OF ACCOUNTANCY ADVISORY COUNCIL

Muma College of Business
University of South Florida
Effective Date 10/20/1992
Revised 11/09/2007, 11/09/2012, 5/08/2020

PREAMBLE

The Lynn Pippenger School of Accountancy Advisory Council of the Muma College of Business is committed to the goals of academic excellence established by the University of South Florida and operates with the approval of the Muma College of Business of the University of South Florida.

ARTICLE I

Section 1

The name of the organization shall be “Lynn Pippenger School of Accountancy Advisory Council” (the “Council”)

ARTICLE II

Section 2

The objectives for the Council are to assist the Lynn Pippenger School of Accountancy of the University of South Florida, including to:

- A. provide a channel for open communications among the faculty of the Lynn Pippenger School of Accountancy and the professional community that the School serves,
- B. provide a source from which the faculty and the Lynn Pippenger School of Accountancy Director may seek and receive advice relating to faculty research, faculty involvement in the profession and community, curriculum development necessary to meet the needs of a dynamic business environment, and other matters of significance to the Lynn Pippenger School of Accountancy,
- C. assist in the development of plans to obtain financial support for vital needs such as research projects, faculty salary supplements, library, student grants, and equipment not funded through the state budget,

- D. identify with and promote a positive image of the students, faculty and programs of the Lynn Pippenger School of Accountancy in the professional community and to the general public,
- E. provide an outside voice to the University administration relative to the Lynn Pippenger School of Accountancy's needs, directions and activities,
- F. provide support, advice or counsel to the faculty and Director of the Lynn Pippenger School of Accountancy in its ongoing activities and relationships with other campuses (including, but not limited to, USF St. Petersburg and USF Sarasota-Manatee) and other universities, and
- G. assist the faculty in finding opportunities that will enable them to obtain the relevant practical experience necessary for a quality professional program and, for such experience, to meet the requirements that have been established by the AACSB.

ARTICLE III

Section 1

The Council shall consist of persons with extensive knowledge and experience in the accounting and business profession who have a strong interest in supporting and promoting the Lynn Pippenger School of Accountancy. Upon recommendation by the Executive Committee, other faculty from the Lynn Pippenger School of Accountancy may be appointed as ex-officio members.

Section 2

The number of Council members shall be set at twenty-five initially, consisting of the Director of the Lynn Pippenger School of Accountancy and twenty-four appointed members, determined in accordance with the by-laws of the Council. The number of active members shall thereafter not exceed forty. All members of the Council shall be voting members.

Section 3

The Executive Committee may nominate Council Members for Emeritus status. Emeritus membership will be conferred by a majority vote of Council members in attendance at a duly called meeting. Emeritus membership shall be granted in recognition of long and distinguished service to the Council and School. Emeritus members in attendance at duly called Council meetings shall have the right to vote on all matters coming before the Council.

ARTICLE IV

RULES

Section 1

Rules governing the organization shall be the Constitution, as contained herein, and the By-Laws.

Section 2

A quorum shall be constituted by at least 15 voting members of the Council at a duly called meeting.

Section 3

The officers for the Council shall be (1) a chairperson, and (2) a chairperson-elect. Additional officers may be designated by vote of the membership. The Lynn Pippenger School of Accountancy Director shall serve as Executive Secretary to the Council.

Section 4

The Council normally shall hold a regular meeting in the fall and spring semester of each year on dates selected and announced at least thirty days in advance by the Council Chairperson. Special meetings may be called, if deemed necessary, by the Council Chairperson or the Executive Secretary.

Section 5

The election of officers shall be conducted at the regular spring semester meeting.

ARTICLE V

COMMITTEES

To facilitate its objectives and to better assist the Lynn Pippenger School of Accountancy with its programs and activities, the Advisory Council shall operate under the following standing committee(s):

Executive Committee – shall consist of the Chairperson, the Chairperson Elect, the immediate past Chairperson, and the Executive Secretary to the Council. The Executive Committee may invite up to two other members of the Advisory Council member to serve as “ad hoc” members of the Executive Committee. This Committee shall conduct any emergency business between regular meetings of the Council, recruit and recommend changes to membership of the Council, and other appropriate business. Executive Committee members shall serve a minimum of two

years, unless specified otherwise. The Executive Secretary shall be a voting member of the Executive Committee as well as the Advisory Council.

Ad hoc committees shall be appointed as needed by the Executive Committee.

ARTICLE VI

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

The purpose of the By-Laws is to identify the methods by which provisions of the Constitution shall be applied to the operation of the Council.

TITLE B

Officers

Term of Office – An officer's term of office shall be for two years, unless specified otherwise, commencing on July 1 and expiring on June 30.

Duties of Officers

1. The Chairperson shall be the executive head of the Council and shall preside over its meetings. He/she shall:
 - a. serve as the executive head of the Council and shall preside over its meetings
 - b. decide points of order
 - c. form committees comprising members of the Council as may be necessary to accomplish the objectives outlined in Article II of the constitution
2. The Chairperson Elect shall:
 - a. assist the Chairperson in the performance of his/her duties
 - b. succeed to the Chairperson's power and duties in his/her absence or disability
 - c. have general responsibility for programs at regular meetings
3. The Executive Secretary (or delegate) shall:
 - a. keep complete minutes of all meeting
 - b. be responsible for general correspondence
 - c. assist the Chairperson or Chairperson Elect with the structuring of programs at regular meetings

In the event of interim vacancies, the executive committee shall convene, propose nominations to fill the vacant position, and conduct a vote of the membership to fill the remaining term of the position vacated.

TITLE C

Membership

- A. Recommendations of Members of the Advisory Council may come from the Advisory Council, Executive Committee, and faculty of the Lynn Pippenger School of Accountancy. The Executive Committee shall make recommendations concerning membership to the Advisory Council. Subject to the approval by a majority of the members of the Advisory Council present, the individuals recommended by the Executive Committee shall be appointed. Members shall be invited by the Director of the Lynn Pippenger School of Accountancy or a member of the Executive Committee. Any member elected to the office of Chairperson or Chairperson Elect whose term otherwise would have expired prior to taking office as Chairperson or Chairperson Elect shall automatically be reappointed for an additional three-year term.
- B. Members shall be appointed for three-year terms beginning July 1. Members completing any term shall be eligible for reappointment.

TITLE D

Nomination of Officers

- A. The Executive Committee shall make nominations for the office of the Chairperson and the Chairperson Elect.
- B. Nominations may also be made by other Council members so long as permission had been obtained from the nominee prior to the submission of his/her name

TITLE E

Dues

- A. Members shall pay annual dues of \$1,000, payable on or before the fall semester meeting.
- B. Changes in dues may be proposed by any member of the Executive Committee. Changes in dues must first be approved by a majority vote of the Executive Committee, and if approved by the Executive Committee, must then be approved by a majority vote of all members of the Council.

TITLE F

Use of Advisory Council Funds

- A. Advisory Council Professorship: Proceeds from the Advisory Council Endowment shall be used to provide a stipend to a full-time tenured or tenure-track faculty member in the School of Accountancy appointed as the “Advisory Council Professor.” The appointment will be for a three-year renewable term. Eligible faculty members who are not already holding a professorship may submit an application to the Lynn Pippenger School of Accountancy Director to be considered for appointment to the Advisory Council Professorship. The application should summarize the faculty member’s contributions to the research, teaching, and service missions of the School of Accountancy. The application should also outline the faculty member’s vision for how she/he will serve as a liaison between the School of Accountancy and the business community for both the teaching and research missions of the School. Applications will be reviewed by the Executive Committee who will make a recommendation to the Director of the Lynn Pippenger School of Accountancy. The final selection of the Advisory Council Professor shall be made by the Director of the Lynn Pippenger School of Accountancy in consultation with the Dean of the Muma College of Business. If necessary, the Advisory Council operating account may be used to supplement the proceeds from the Advisory Council Endowment fund for payment of the professorship stipend.
- B. Teaching Awards: Every academic year, the Advisory Council operating account shall be used to fund two \$2,500 faculty teaching awards. One award shall be presented at the Fall Beta Alpha Psi scholarship banquet and the second award shall be presented at the Spring Beta Alpha Psi scholarship banquet. A faculty member who receives the Advisory Council Teaching Award at one scholarship banquet shall be ineligible to receive the award at the next scholarship banquet. The selection of the teaching award recipient shall be made by a committee comprising the following members: Chair of the Advisory Council Teaching Awards committee, Beta Alpha Psi president, Accounting Society president, chair of the Student Advisory Board, immediate past faculty recipient of the teaching award, and the Director of the Lynn Pippenger School of Accountancy. All accounting majors shall be polled to provide input to the committee for the purpose of selecting the award recipient. The committee shall evaluate and consider all input provided from students, beyond just the number of votes. Only full-time faculty members are eligible to receive the teaching award.
- C. Study Abroad Program: Proceeds from the Advisory Council may be used towards student participation in study abroad programs coordinated by the Lynn Pippenger School of Accountancy.