



***College of Business***

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College of Business  
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### **Mission of the JSU College of Business**

*The College of Business provides an outstanding management education to a diverse student body which includes those from historically disadvantaged backgrounds. The College produces ethical, technologically advanced, diverse global leaders who provide creative business-centered solutions that promote economic and social advancement.*

**Your Success is Our Business**





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## **BYLAWS**

### **JSU College of Business – Dean’s Board of Business Advisors (COB-BBA)**

#### **NAME**

The name of the organization shall be the JSU College of Business Dean’s Board of Business Advisors (COB-BBA).

#### **MISSION**

*The Dean’s Board of Business Advisors will assist the College of Business in meeting its mission, vision, and strategic goals and objectives by creating the College-to-Business connections and through facilitating interactions and communication between the College and the Business Community.*

The COB-BBA will (1) advise the Dean of the College of Business on how the College can make an increasingly greater impact on its stakeholders and the community consistent with its mission; (2) promote the College, its programs, and its Centers to the College’s constituents (students, faculty, administration, alumni, area business, and the community at large; and (3) enhance the working relationship between the College and its constituents by providing feedback and soliciting support, financial resources, and partnerships necessary to meet mutual College and constituent needs.

#### **VISION**

The COB-BBA shall seek to fulfill its mission through various activities, including, but not limited to:

***Communication*** – COB-BBA will keep the College informed on current and emerging educational and research needs of various constituencies and will give the College feedback on how well it is meeting those needs through its curricula, programs, and other offerings.

***Planning*** - The COB-BBA will provide feedback on the College's missions, goals and strategic plan.

***Financial Support*** – COB-BBA will support the Dean with special fundraising endeavors or securing in-kind contributions for special projects and needs of the College.

Board members will make an annual personal and/or corporate contribution to the College of Business. The suggested minimum contribution is \$1,000 for the first year of membership and \$1,500 per year subsequently.

***Awareness*** - COB-BBA members will serve as ambassadors, actively promoting the College, its programs and its centers within their respective company, industry, and business community.

***Programs*** – The COB-BBA will provide advice and feedback to the College on the perceived effectiveness of its academic programs and identify opportunities to include practical experience in the undergraduate and graduate curricula.

***Executive Education*** – The COB-BBA will support the establishment of executive education programs through assisting with fundraising, advising on content, and marketing those programs to the appropriate constituents.

***Centers*** - COB-BBA members will advise the Dean on the perceived value of the College's outreach Centers and give feedback on further enhancing the College's role in this endeavor.

***Students***- The COB-BBA will assist in identifying internships and co-op placements and give input on permanent placements for graduates.

***Participation in the Business Speakers Series*** - COB-BBA members will, at the Dean's invitation, meet with students in one of the College's monthly Business Speakers Series and/or give presentations to student organizations and classes.

## **MEMBERSHIP**

Recognized leaders in the fields of business, government, and non-profit organizations and the Dean of the College or the Dean's designee(s) shall comprise the regular members of the COB-BBA. Prospective regular COB-BBA members may be proposed by any member. No more than two regular members representing the same corporation or institution may serve on the Board simultaneously. Department Chairs and Directors of College's Centers may serve as ex officio members of the COB-BBA at the invitation of the Dean of the College of Business.

There is a strong commitment to the development and retention of a diverse Board of Advisors characterized as demographically diverse (e.g. race, ethnicity, and gender); geographically diverse (i.e. members from within Mississippi, nationally, and internationally); and diverse when considering area/industry of expertise (e.g. healthcare, hospitality, pharmaceuticals, not-for-profit, higher education, Information Technology, financial services, manufacturing, government, among others). Lastly, a balance of corporate/organizational leaders as well as successful entrepreneurs/business owners is sought. Active participation by Board members and attendance at regularly scheduled meetings as well as called meetings are expected. The Board's Executive Committee will review the membership status of noticeably inactive Board members.

The names and pictures of the Board members will be prominently displayed in the lobby of the College of Business at JSU. A brief autobiography of the Board members, their affiliations, and their pictures, will be posted on the College of Business website, and their Board membership and service to the College of Business and Jackson State University will be acknowledged announced internally at JSU and in the local/regional media.

## **TERMS AND BOARD SIZE**

Regular COB-BBA members shall be appointed for a three-year term, and one third of the regular COB-BBA membership shall rotate off every year. The Executive Committee will determine the initial terms of existing members and those of members appointed to fill unexpired terms. The Executive Committee may appoint regular members to additional terms. No member may serve more than three consecutive terms. The COB-BBA shall maintain between 10 and 30 regular members. The membership of the inaugural class of the COB-BBA shall be at least 10 members.

## **COMMITTEES**

Standing Committees – The Executive Committee shall consist of the Chair, Vice Chair, President, Vice President and the Secretary. It will act as the administrative arm of the Board and also approve all nominations for the regular members.

Ad Hoc Committees – Shall be formed and appointed by the Dean after consulting with the Executive Committee to address specific and emerging issues.

## **THE DEAN'S CIRCLE**

Board Members who express their desire to be more intimately involved with the College of Business will be invited to join the *Dean's Circle*.

There shall be a maximum of six members serving on the Dean's Circle at any time.

In addition to attending the regular meetings of the COB-BBA, members the Dean's Circle, or their representative, shall attend six networking lunch meetings per year sponsored by the College of Business. Each member of the Dean's circle will arrange one lunch meeting per year at a

restaurant in the greater metro Jackson area. The organizing member shall invite an additional six guests from among recognized leaders in the fields of business, government, and non-profit organizations to the lunch. Repeat guests are permitted to a maximum of two lunches. The purpose of the networking lunch is to solicit opinions of additional members of the community in furthering the mission of the College of Business and to provide networking opportunities for the members of the Dean's Circle.

Members of the Dean's circle, through their membership, accept greater responsibility in serving the constituents of the College of Business, including students, faculty, University administration, alumni, area businesses, and the community at large. They will participate in shaping the future of education offered by the College of Business.

The names of the members of the Dean's Circle, and/or their organizations, will be prominently displayed on a plaque in the College of Business rotunda.

The suggested minimum personal and/or corporate contribution of the members of the Dean's Circle is \$5,000 per year.

In recognition of their service to Jackson State University, each member of the Dean's Circle may request a two-day executive education program for their institution to be organized and delivered on-site by the faculty and staff of the College of Business.

## **OFFICERS**

***Chairperson of the Board*** – Dean of the College of Business shall serve as a permanent member of the Executive Committee and shall be the Chairperson of the Board. The Dean shall serve as ex officio member of all committees and task forces.

***Vice Chairperson of the Board*** – The Vice Chair will be appointed for a two-year term by the Dean, approved by the Executive Committee and endorsed by the Board. The Vice Chair who may be appointed for a second two-year term by the Dean shall serve as a permanent member of the Executive Committee.

***President of the Executive Committee*** – The President shall be elected from among the Board members by a simple majority vote of the membership for an annual term. The Executive Committee will announce the elections and will receive nomination early in the spring semester and if the nomination is accepted by both the Executive Committee and the nominee(s), the Executive Committee will present the nominee(s) for election during the spring semester meeting of the COB-BBA. The President may serve for a maximum of three consecutive years. The President shall preside over the regular meetings of the COB-BBA.

***Vice President of the Executive Committee*** – The Vice President shall be elected from among the Board members by a simple majority vote of the membership for an annual term. The Executive Committee will announce the elections and will receive nomination early in the spring semester

and if the nomination is accepted by both the Executive Committee and the nominee(s), the Executive Committee will present the nominee(s) for election during the spring semester meeting of the COB-BBA. The Vice President may serve for a maximum of three consecutive years. The Vice President will represent the President and the Chairperson at Board meetings and other events when the President and Chairperson are not able to attend. The Vice President will fulfill the remaining term of the President if the latter's office is vacated.

***Secretary of the Executive Committee*** – The Secretary shall be elected from among the Board members by a simple majority vote of the membership for an annual term. The Executive Committee will announce the elections and will receive nomination early in the spring semester and if the nomination is accepted by both the Executive Committee and the nominee(s), the Executive Committee will present the nominee(s) for election during the spring semester meeting of the COB-BBA. The Secretary may serve for a maximum of three consecutive years. The Secretary of the COB-BBA will announce the meetings of the Board, will take minutes of the meetings, and will circulate the minutes and other documents prior to the Board's meetings.

## **MEETINGS**

**Regular Meetings** – There shall be three regular meetings of the COB-BBA each academic year, in the fall, spring, and summer.

**Special Meetings** – When deemed necessary by the Executive Committee, special meetings may be called. At least three days prior notice shall be given to the membership and this notice will state the reason for the called meeting.

**Quorum** – One-third (1/3) of the members of the COB-BBA shall constitute a quorum for all meetings.

**General Procedure** – Meetings will be conducted in a manner designed to obtain full discussion. Robert's Rules of Order, Revised, will govern. An agenda, with complete supporting materials, shall be distributed to all members at or prior to the announced time for the meeting. The Secretary will distribute the agenda, record each meeting, and subsequently distribute the minutes of the meeting for approval at the next meeting. A majority vote of membership present at a meeting (with quorum) will be necessary for a ratifying decision.

## **FISCAL YEAR**

The fiscal year of the Board shall be July 1 through June 30.

## **AMENDMENTS**

Proposed amendments to these bylaws shall be presented in writing to the Chairperson of the COB-BBA (Dean of the College of Business) and distributed by the Chairperson to members at or prior

to the next meeting, at which time ratifications shall be by a majority vote of the members present at a meeting of a quorum of the COB-BBA.

## **ADOPTION**

These bylaws shall be adopted by a majority vote of the initial membership at the inaugural meeting of the COB-BBA.

