



## Strategic Planning Committee By-Laws

- I. Nature and Name
  1. The unit shall be referred to as “Strategic Planning Committee.”
  2. The Strategic Planning Committee is a joint faculty-administration committee and shall be composed of representatives of the Association and the School of Management administration.
- II. Objectives and Functions
  1. Ensure the School of Management has a written multi-year strategic plan reflective of the school’s stated vision and mission and in accordance with AACSB, NASPAA, and WASC established guidelines and deadlines.
  2. Update annually the strategic plan – goals and actions – based on the school’s established priorities and with input from the school’s stakeholders.
  3. Suggest criteria and evidence necessary for evaluating progress and outcomes, or validating status reports with respect to stated goals in the strategic plan.
  4. Provide regular progress updates to SOM administration, faculty and staff, and other stakeholders.
  5. Identify for storage in a repository all progress and status reports and applicable documentation in accordance with any strategic planning requirements of WASC, AACSB, and NASPAA.
  6. Work with the staff responsible for finance and administration to link strategic plan initiatives to the school’s annual budget.
- III. Elections and Membership
  1. Composition: The faculty-elected co-chair, the Dean-appointed co-chair, four at-large faculty representatives appointed by the Faculty Governance Council and four Dean-appointed representatives. Appointed faculty representatives will serve staggered three-year terms. The elected co-chair must be exclusively elected to the Strategic Planning Committee and not currently serving as an elected co-chair of another standing committee in the School of Management that is under the purview of FGC.
  2. Elections: The faculty co-chair of the Strategic Planning Committee shall be elected at large, as needed, by May 1 and be expected to serve a three-year term.
  3. Voting: Full-time faculty representatives and Dean-appointed representatives will have full voting rights.

IV. Meetings

1. A quorum shall consist of a majority of voting faculty and administrative members on the Strategic Planning Committee. Motions shall require a majority vote for passage.
2. The Strategic Planning Committee shall coordinate the activities within its purview with other standing committees and faculty groupings in the School of Management.
3. The agenda, and necessary documentation for Strategic Planning Committee meetings, shall be prepared by the committee's co-chairs and distributed in a timely fashion.

V. Sub-Committees and Task Forces

1. Establish and coordinate a standing sub-committee to be called the Strategic Plan Review Committee that shall include SPC members, current students and alumni, and other external representatives as agreed to by the SPC and the Dean.
2. The Strategic Planning Committee may commission task forces, special committees, or other such groups to review and make non-binding recommendations to the Dean or other faculty groups concerning any temporary issues within the School related to the strategic plan.

VI. Parliamentary Authority

1. Robert's Rules of Order, latest edition, shall be normative, but not binding at meetings of the School membership, the Faculty Governance Council, and committees unless two or more members request strict adherence for a given agenda item.

VII. Subordination

1. No part of these by-laws, objectives, or proceedings shall stand in contradiction to the Collective Bargaining Agreement.

VIII. Adoption, Implementation and Amendments

1. These by-laws shall be deemed adopted, implemented and/or amended upon a majority vote by the SOM Faculty Governance Council and approval by the Dean.