

**BY-LAWS**  
**of the**  
**FACULTY**  
**of the**  
**COLLEGE OF BUSINESS ADMINISTRATION**



**ADOPTED APRIL 1974**  
**AMENDED SEPTEMBER 1976**  
**AMENDED DECEMBER 1989**

By-Laws of the Faculty  
College of Business Administration

1. The organization for which these bylaws are stated is the Faculty of the College of Business Administration.
2. The purpose of this organization is to conduct the affairs of the College through its officers and committees. The Faculty shall be the legislative body of the College.
3. The affairs of this College shall be conducted under:
  - a. the Bylaws and Regulations of the University Board of Trustees
  - b. the Rules and Regulations of the University Graduate faculty
  - c. the Bylaws of this College
  - d. such other rules and regulations as are adopted by the legislative body of this College.
4. The voting members of the Faculty shall be all full-time professors, associate professors, assistant professors, and instructors holding regular appointments in the College. Only members of the Graduate Faculty of the College shall vote on matters pertaining to graduate studies.
5. The presiding officer of the Faculty is the Dean of the College, or in his/her absence, the Associate Dean. The presiding officer shall appoint a secretary.
6. There shall be at least one regular meeting of the Faculty in each of the Autumn, Winter, and Spring Quarters. At least one week's notice of such regular meeting shall be given to the Faculty. Special meetings may be called by the Dean or upon request of 12 voting members of the Faculty with no less than 72 hours notice. A quorum of the Faculty or of the Graduate Faculty for the purpose of conducting business of the College shall be one-third of the eligible voting members.
7. An agenda and supporting documents of each meeting shall be prepared and distributed at least 72 hours prior to each meeting. Proposals raised at any meeting shall be referred to the agenda of the next meeting unless a two-thirds majority of those voting members present shall determine that the proposal is of such immediate importance that it should be considered immediately, or that it is a continuation of a matter before the body and not a new topic.
8. This Faculty shall establish regulation governing the admission and exclusion of students, approve courses of instruction and academic programs to be offered, make

recommendations for academic awards such as degrees, certificates, honors, and prizes, and establish rules relating to such other matters as may be within its jurisdiction.

9. A Faculty Grievance Committee shall be established by the Faculty with members to be selected in such manner as the Faculty shall determine. Other standing committees may be appointed by the Dean as required to conduct the business of the College after consultation with the Dean's Executive Committee. Ad hoc committees may be appointed by the Dean as required.
  
10. The term of appointment for the Dean of the College is five (5) years. Not later than the penultimate year of the incumbent's term, a committee chosen in the manner as set forth in Article II, Section 2(b) of the Regulations of the Board of Trustees of the University of Cincinnati shall review progress in the College and ascertain whether the Dean wishes to continue to serve. The Committee shall then recommend either reappointment of the incumbent for an additional term or that a successor be appointed. The successor shall be recommended either by the review committee or by a new committee in the manner prescribed in Article II, Section 2(b) of the regulations of the Board of Trustees.
  
11. The term of appointment for a person's original appointment as Department Head shall be four (4) years. The term of appointment for reappointment as a Department Head shall be three (3) years. Not later than the end of the penultimate year of the incumbent's term, an ad hoc committee appointed in accordance with Article II, Section 5(c) of the Regulations of the Board of Trustees shall review progress in the department and ascertain whether the Head wishes to continue to serve. The ad hoc committee shall then recommend either reappointment of the incumbent for an additional term or that a successor be appointed. The successor shall be recommended either by the ad hoc review committee or by a new ad hoc committee of faculty and students from the department concerned and from related departments.
  
12. The rules contained in the most recent revised edition of *Robert's Rules of Order* shall govern the conduct of the meetings of the Faculty of the College.
  
13. Amendments to these bylaws must be proposed in writing at a regularly scheduled meeting of the faculty and shall be voted upon at the next meeting. Amendments shall be approved by a two-thirds majority of those voting members of the College present.