

~ CHARTER - 4/10/2010~
**THE EDWARD R. MURROW COLLEGE OF COMMUNICATION
PROFESSIONAL ADVISORY BOARD
WASHINGTON STATE UNIVERSITY**

I. General Purpose

The board will advise WSU administrators and College of Communication faculty on Murrow activities including curriculum development, student recruitment and retention, faculty recruitment, development of facilities, acquisition of equipment, fundraising, professional development of faculty, student internships and special College events.

II. Activities

1. Suggest improvements in the curriculum to make it more responsive to the communication professions;
2. Provide advice on faculty recruitment;
3. Provide direct financial support and/or assist the College in fundraising efforts;
4. Assist the College in acquiring instructional equipment;
5. Assist the College in providing professional development opportunities for faculty;
6. Assist the College in providing internships for students;
7. Assist the College in student recruitment;
8. Assist the College in sponsoring special events such as the Murrow Symposium.
9. Individual(non-scholarship) board member's contributions will be pooled for distribution in support of a mutually agreed upon priority of the college.

III. Membership

The board will consist of not fewer than 20 and not more than 30 active members.

The board may also consist of non-voting "affiliate" and "emeritus" members. Affiliate and emeritus members serve at the discretion of the officers. The number of affiliate members is to be determined by the officers of the board. The officers of the board and professional recruitment committee shall strive for a diverse and representative membership on the board. Members should be appointed with an eye toward representation from all sequences within the Murrow College. The board should also strive for diverse membership in other ways including, but not limited to, gender and ethnicity.

Active board members shall:

- Be currently working in, or have spent a significant portion of their career in, the communications industry or industries closely associated with communications.
- Have achieved a level of success in their respective discipline.
- Take an active role on the board by regularly participating in meetings and committee work or other board activities.

- Be an active donor (personally or at the direction of member's company) to the fundraising efforts and/or scholarship programs of the Murrow College. Board members are expected to give at the 2009/10 President's Associate Level (\$1,000 annually), and are strongly encouraged to contribute at the current President's Associates Level as defined by the WSU Foundation.
- Provide a bio and photo for publication and/or use as determined by the Murrow College.
- Not be employed full-time by Washington State University.

Selection of board members

- Prospective board members are identified in many ways, but primarily are suggested by Murrow College faculty and other board members.
- Any current board members or current faculty may nominate prospective board members. A nomination must be made to either the current board chair/vice chair or the Murrow College's Dean, who will forward the names to the nominating committee.
- Nominations will be submitted to the Board by the Nominating Committee and must be approved by a two-thirds vote of those participating in any regular meeting of the board or by two-thirds vote of those returning mail or electronic ballots.

Board terms, renewal and removal

- Board terms are for three years.
- Board members who continue to remain active on the board are encouraged to serve multiple terms.
- During its fall meeting, the nominating committee will submit a list of candidates to the board for new three year terms. The Board will vote to renew for additional terms membership of active members whose terms are expiring who have notified the nominating committee of their desire to remain on the board.
- Board members must fulfill participation requirements to be eligible for additional terms.
- The nominating committee will consider both financial support and exemplary service for existing board members who wish to serve an additional term.
- A board member shall automatically be considered inactive as a result of not participating in three consecutive meetings of the board. Board members are strongly encouraged to attend on-campus meetings. However, if in-person participation cannot be arranged, board members are encouraged to utilize available communications technology to participate.
- Inactive board members shall be subject to removal from the board. Such removal will be at the discretion of the officers of the board. The officers may consider extenuating circumstances, such as illness, in determining whether to change the status of the board member.
- At their discretion, the officers, may change the status of inactive members to affiliate.
- The chair of the board or chair of the professional recruitment committee shall promptly notify any member of a change in membership status.
- There are no formal membership guidelines for affiliate and emeritus members.

Murrow College staff, working in conjunction with the professional recruitment committee, shall maintain, and make regularly available, current lists of active affiliate and emeritus members.

IV. Chair of the Board

Board members will elect a chair to serve a one-year term. The chair will preside at board meetings, coordinate activities of the board in support of its general purpose and work closely with the College Dean and development director. The chair will make board member assignments to committees, including committee chairs at the fall board meeting. The board, at its discretion, may elect the chair to serve an additional year.

Should the current chair need to resign his/her position during the term, the current vice-chair will automatically succeed to the position of chair and will complete the previous chair's term.

V. Officers

The board officers shall include the chair and vice-chair. The vice-chair moves up as the chair completes his or her term of service. Each officer shall serve a one-year term unless the chair's term is renewed. Renewal of the chair's term shall further result in the terms of the vice chair being renewed for an additional year.

VI. Committees

The board may establish permanent or temporary committees to help achieve its objectives. Committees must be approved by a vote of the majority of those attending a regular meeting or a majority of those returning mail or electronic ballots.

Initially, permanent committees shall include: fundraising, nominating, symposium, and internships.

The executive committee shall be made up of the chair, vice-chair, and immediate past chair. Membership of other committees shall be determined by the chair.

The fundraising committee will be jointly chaired by board chair and immediate past chair and will work closely with the College development director.

The internship committee will work to evaluate and support placement of potential intern candidates.

An active board member must serve on one committee each year.

VII. Meetings

The board will meet at least two times a year. A spring meeting will be in Pullman in conjunction with the College's Murrow Symposium. A fall meeting will be held at a location selected by the Chair. Additional meetings may be called by the chair or Dean.

A majority vote of attending board members is required for approval of action items of business at individual board meetings. Electronic, telephonic and mail ballots are also permitted.