

Bylaws  
of  
College of Arts, Humanities, and Social Sciences Advocacy Board  
at the  
University of Central Arkansas

The CAHSS Advocacy Board is a volunteer group of interested and prominent supporters of UCA's College of Arts, Humanities, and Social Sciences. The central purpose of the organization is to assist the College of Arts, Humanities, and Social Sciences in advancing education at the undergraduate and graduate levels for UCA students enrolled in communication, fine and performing arts, liberal arts and humanities, and the social sciences, as well as enhancing service on behalf of the college to arts patrons, alumni, the community, and external stakeholders.

**PURPOSE:**

- Become an informed advocate for the UCA College of Arts, Humanities, and Social Sciences, its dedication and contributions to quality education, its performances/exhibitions/festivals/productions/readings, and its research/scholarship/practice.
- Advance the mission of the College of Arts, Humanities, and Social Sciences by providing counsel and guidance to the Dean, Department Chairs, College Directors, and College Faculty.
- Be actively engaged in, assist, and support fundraising efforts of the College.
- Facilitate the recruitment, retention, and placement of students in/for the College.
- Provide worthwhile contacts for CAHSS faculty and students as they pursue their artistic/educational/professional goals.
- Offer insight and advice into the external environment – whether from business, artistic, political, or legislative trends – which affects the mission and strategic plan of the College.

**MEMBERSHIP:**

Members of the College of Arts, Humanities, and Social Sciences Advocacy Board are established and distinguished professionals from the arts, business, communication, and education communities. Members can serve a three-year term. Following an initial three-year term, members can be reappointed by the Dean. Prospects can be recommended by a Member to the Dean for appointment to the Board. The Director of Development assigned to the College, the Associate Dean, and the Dean shall serve as permanent ex officio members of the Board.

## **MEMBERSHIP COMPOSITION:**

The Board shall consist of no more than eleven (11) voting members and three (3) ex officio members. Appointments will be determined to ensure the CAHSS Advocacy Board represent:

- Major sectors of the arts, humanities, and social sciences communities.
- Political, educational, and community leaders.
- UCA Alumni and Friends of the University

## **MEMBERSHIP RESPONSIBILITIES:**

- Board Members are encouraged to utilize their experiences and expertise to advance the objectives of the College of Arts, Humanities, and Social Sciences.
- Board Members are encouraged to serve as consultants on strategies, programs, visiting artists/lecturers, and curricula.
- Board Members are encouraged to provide assistance in College efforts to secure financial support by identifying fundraising opportunities, making appropriate introductions, and presenting the vision and needs of the College to prospective donors, arts organizations, and businesses in coordination with the Division of Advancement and the overall Advancement mission of the University.
- Board Members are expected to attend a minimum of two meetings per year, but encouraged to attend the four quarterly meetings during a calendar year.
- Board Members are urged to provide feedback on the level of preparation of graduates and their career readiness.
- Board Members are encouraged to participate in activities that support the College of Arts, Humanities, and Social Sciences. These activities might include:
  - Performances and lectures at Reynolds Performance Hall.
  - Conway Symphony Orchestra concerts.
  - Arkansas Shakespeare Theatre performances.
  - Concerts and lectures by the *Oxford American* magazine.
  - Art exhibitions by the Department of Art and Design
  - Concerts and recitals by the Department of Music.
  - Productions by the Department of Film, Theater, and Creative Writing
  - Lectures and presentations by the Departments of English; History; Sociology, Criminology, and Anthropology; Languages, Linguistics, Literatures, and Cultures; Philosophy and Religion; Political Science; and the School of Communication.
  - College Open House Recruiting Events.
  - University, College, or Departmental fundraising events.
  - College Award Ceremonies for Students and Faculty/Staff.

## COMMITTEES:

- **Executive Committee** – Comprised of the Chairperson, Committee Chairs, and College Executive Staff (i.e. Dean, Associate Dean, and Director of Development). The Executive Committee will create a working plan for the academic year and serve as advisors to the Dean between board meetings.
- **Development Committee** – Comprised of a Chairperson, any number of Board Members, and the Director of Development for the College. This committee will organize and implement philanthropic events and activities to meet the objectives of the College. Will also work to establish relationships between potential donors and the College and identify fundraising opportunities in individuals and organizations/foundations.
- **Advancement Committee** – Comprised of a Chairperson, any number of Board Members, and the Associate Dean of the College. Will provide guidance to the College for the undergraduate and graduate programs, as well as assist student services in activities of recruitment, professional development, and placement of graduates.

## MEETINGS:

The Board will hold meetings quarterly on call of the Dean. Other meetings of the Board or its committees may be convened – at the call of the Dean or Chairperson – to conduct the proper affairs of the Board. Minutes will be distributed after each meeting.

## FUNDING:

Operations of the Board shall be funded by annual gifts from its members, assessed by UCA fiscal year (July through June). Current annual gifts are \$500.00. This gift will be split 50/50 between the Dean's Discretionary Fund and a fund of the donor's choosing.

Members may elect to join the *College of Arts, Humanities, and Social Sciences Dean's Inner Circle* by making an annual contribution of \$2,000.00. In this case \$500.00 of this gift will go towards the Dean's Discretionary Fund and the remainder will go to a fund of the donor's choosing.

## AMENDMENTS:

These bylaws may be altered, amended, or repealed at any regularly held meeting of the Board, assuming majority approval and support of the Dean.