



TEXAS TECH UNIVERSITY

Rawls College of Business™

ADVISORY COUNCIL CHARTER

Mission

The mission of the Rawls College of Business Advisory Council is to support the successful recruitment, education, and placement of students through professional and financial assistance. Members serve as ambassadors in their area of influence and play an integral role in ensuring Rawls College continues to offer high-impact educational experiences by working closely with the Dean, faculty, alumni and current students.

Purpose

The Rawls Advisory Council exists to support efforts to achieve the college's vision, actualize its mission and continually improve the quality of education it provides to students. Members provide advice, opinions, and ideas regarding a variety of issues, including programs, recruitment, placement, and the general competitive environment affecting business education. Members help to improve the visibility and enhance the reputation of Rawls College and Texas Tech University.

Diversity Statement

Rawls College is dedicated to fostering a community in which all students, staff and faculty feel accepted and appreciated. We exist in an interconnected world and strive to educate our students to become globally conscious business leaders. To that end, we encourage our students, staff, faculty, alumni, and volunteers to recognize and value diverse perspectives throughout their careers.

Membership

General Membership

- I. Rawls Advisory Council membership should not be less than 40 members or more than 60 members, unless otherwise approved by the Executive Committee and the Dean.
- II. New members will be added once a year.
- III. Individuals are selected to serve on the Rawls Advisory Council based on a variety of factors. Candidates do not need expert knowledge of higher education; rather, the council seeks individuals who will bring unique experience, judgment, and innovative perspective. The criteria for Advisory Council membership are: (1) ability to move the college forward via the mission of the Council, (2) record of or capacity for supporting the college financially, (3) being at a place personally and professionally to commit time and energy to the Advisory Council, and (4) record of and/or ability to recruit Rawls students into promising careers. The membership of the Advisory Council should reflect diversity in terms of geography, industry, Rawls major and degree,

- race/ethnicity, and gender. The Advisory Council shall not be limited to Rawls College alumni.
- IV. Members are appointed to an initial three year term.
 - a. After successful completion of one's initial term, he/she may be reappointed for an additional three year term, if endorsed by the Dean, Executive Committee, and Membership Committee.
 - b. An individual who is Chair or Vice-Chair may serve up to two additional years beyond the ordinary limit of six years of consecutive service.
 - V. If at any time during a member's term, he/she is found to be grossly negligent in fulfilling the responsibilities of membership, he/she will be asked to resign from the Rawls Advisory Council by the Advisory Council Chair.

Emeritus Membership

After successful completion of six years of general membership, members may be given the option to transition to emeritus status. Emeritus status must be approved by the Dean and Executive Committee. Emeritus members may attend all meetings as non-voting members with no financial obligation. The Dean with the endorsement of the Executive Committee may at any time implement individual exemptions to this policy.

Ex-Officio Membership

The Rawls Raider's Chair will serve as an ex-officio member of the Rawls Advisory Council, with no financial obligation.

Honorary Membership

The Dean and Executive Committee may establish/approve honorary membership.

Membership Responsibilities

Meetings

Members are required to attend two Rawls Advisory Council general council meetings per year. Meetings are typically scheduled during the spring and fall semesters. If a member misses three consecutive council meetings, he/she can be dropped from the Rawls Advisory Council. Any exceptions to this policy can only be made by the Dean with the endorsement of the Executive Committee. In addition to general council meetings, members should support the council's mission by actively participating on a committee. Committee meetings will be held as needed and directed by the assigned Committee Chair or Advisory Council Chair.

Financial Obligations

Each member of the Rawls Advisory Council will make a minimum annual contribution in the amount determined by the Dean and the Executive Committee. The membership contribution structure is designed to cover all the expenses of the Advisory Council as well as to provide funds to carry out activities which, in the judgment of the Dean and with the approval of the Executive Committee, will positively impact the College. If, however, a member has not paid his/her annual obligation by February 28th following the due date of December 31st, he/she will be dropped from the Advisory Council. Exceptions to this policy can be made by the Dean with the

endorsement of the Executive Committee. From time to time members will be expected to play an active role in fundraising — both directly and indirectly. Any expenses incurred as a result of membership shall be the responsibility of the member.

Participation

Active participation enhances a member’s experience on the Rawls Advisory Council and is vital to the success of Rawls College. Members are encouraged to engage in activities that match their abilities and interests, and the needs of Rawls College. Examples include:

| Opportunity | Contribution |
|-------------------------------------|--|
| Guest Speaker | Address classes and student organizations, or help identify/secure high-profile speakers |
| Curriculum | Contribute input to developing new educational programs or improving existing educational programs to meet industry needs |
| Mentorship | Advise student(s) on academic guidance, career advice, and personal development |
| Recruitment | Refer students for undergraduate, graduate, and professional programs at Rawls College |
| Internship/Employment Opportunities | Engage with the Rawls Career Management Center to conduct mock interviews, attend student networking events and offer internships/full-time employment |
| Events | Partner with Rawls College to host events for students, alumni, and/or other members of the Rawls College community |
| Philanthropy | Facilitate funding opportunities to support and advance the strategic goals of Rawls College |

Council Officers

Chair | One-Year Term

The Rawls Advisory Council Chair will:

- Provide leadership to successfully implement the Rawls Advisory Council’s mission.
- Prepare for, attend and preside at meetings. Attend and occasionally preside at other important events related to the Rawls College’s external promotion and advancement, as appropriate.
- Be available to the Dean for consultation on issues of immediate importance to Rawls College.

Vice-Chair | One-Year Term

The Rawls Advisory Council Vice-Chair will:

- Assist the Chair in directing the work of the council.
- Preside in the Chair's absence or assume the Chair duties in the event of office vacancy.
- Transition to Chair upon completion of term.

Immediate Past Chair | One-Year Term

The Rawls Advisory Council Immediate Past Chair will:

- Serve at the discretion of the Chair as needed.
- Provide advice and leadership to the Chair regarding past practices and other matters.
- Chairs the RAC Vice-Chair Nominating Committee

Executive Committee

The Chair, Vice-Chair, immediate past Chair, Committee Chairs, Dean, Senior Associate Dean, Senior Development Director, and Senior Director of Engagement and External Relations constitute the Executive Committee of the Rawls Advisory Council. The Executive Committee functions as the long-range planning committee of the Rawls Advisory Council, selects the Rawls Advisory Council Vice-Chair, and also performs other functions as the council deems appropriate.

Standing Committees

Committees may vary and are to be determined by the Dean and Executive Committee. The Executive Committee may appoint special committees as needed.

Membership

- Identify and nominate potential new Rawls Advisory Council members to represent and support the mission, vision and values of Rawls College and strive to achieve the mission of the Advisory Council. Candidates for nomination should be submitted to the Senior Director for Engagement and External Relations in the Dean's Office by March 31 of each year. After review by the Dean's Office, members of the Membership Committee will extend official invitations to new members. The Membership Committee will conduct new member orientation at the fall meeting of the Advisory Council. The membership committee will be responsible for the succession planning process and in conjunction with the Executive Committee and the Dean, provide recommendations to the Executive Committee for future Chairmen of the RAC Committees except for the RAC Vice-Chair nomination committee.

Development

- Assist the Dean and development staff in determining financial needs, assist with the directing, formulation and implementation of fundraising activities for meeting those needs, and promote support for the programs of Rawls College.

Mentoring

- Develop opportunities for alumni to work directly with and mentor students.

Networking

- Facilitate networking opportunities for students, employer partners, alumni, and Rawls Advisory Council members.

Emeritus

- Identify and facilitate ways for engaging Emeritus members.

RAC Vice Chair Nomination

- The Rawls Advisory Council Vice Chair nomination committee will be responsible for the RAC Chair succession planning process. The Chair, current Vice Chair, Dean, Senior Associate Dean, Senior Development Director, and Senior Director of Engagement and External Relations constitute the Nomination and Governance Committee of the Rawls Advisory Council. The immediate past RAC Chair will lead the committee, and sponsor the nomination to the Executive Committee for vote

Amendments

This Charter may be amended or repealed, or a new Charter may be adopted at any annual or special meeting of the Rawls Advisory Council at which a quorum (majority of total membership) is present by the affirmative vote of a majority of the members present at the meeting, provided notice of the proposed amendment, repeal or adoption be contained in the notice of such meeting; and provided further, that the foregoing notice requirement shall not prohibit the members from adopting the proposed amendment, effecting the proposed repeal or adopting the proposed new Charter, as the case may be, in a modified form which is not identical to that described or set forth in the notice of such meeting.