



Tab 1

Presidential Advisory Committee (PAC) Bylaw Amendment

Coordinating Board for Higher Education
June 15, 2022

BACKGROUND

The Presidential Advisory Committee that meets with the Coordinating Board for Higher Education is established in § 173.005.3, RSMo. The statute provides:

“The coordinating board shall meet at least four times annually with an advisory committee who shall be notified in advance of such meetings. The coordinating board shall have exclusive voting privileges. The advisory committee shall consist of thirty-two members, who shall be the president or other chief administrative officer of the University of Missouri; the chancellor of each campus of the University of Missouri; the president of each state-supported four-year college or university, including Harris-Stowe State University, Missouri Southern State University, Missouri Western State University, and Lincoln University; the president of State Technical College of Missouri; the president or chancellor of each public community college district; and representatives of each of five accredited private institutions selected biennially, under the supervision of the coordinating board, by the presidents of all of the state's privately supported institutions; but always to include at least one representative from one privately supported community college, one privately supported four-year college, and one privately supported university. The conferences shall enable the committee to advise the coordinating board of the views of the institutions on matters within the purview of the coordinating board.”

CURRENT STATUS

Article IV, Section 2 of the PAC bylaws provide that the PAC chair shall appoint a nominating committee composed of the chairs of COPHE, MCCA, and ICUM, and the president of the Linn State Technical College at the regular meeting of the PAC immediately before the September meeting – which is the June meeting.

In the past year, membership of COPHE changed, resulting in the need for revisions to the PAC By-Laws. The University of Missouri ended its membership in COPHE, and State Tech joined COPHE.

As a result, DHEWD staff recommend the PAC amend its bylaws regarding the membership of the officer nominating committee to reflect the changes in COPHE membership.

NEXT STEPS

Once the bylaws are amended to reflect the changes in COPHE membership, the PAC will be able to fairly move forward in its efforts to appoint a new Chair and Vice Chair at its September 2022 meeting.

RECOMMENDATION

Staff recommend that the PAC bylaws be amended as outlined in the attached draft bylaws amendment.

ATTACHMENT

- **PAC Bylaws Draft Amendment**

BY-LAWS FOR THE CBHE PRESIDENTIAL ADVISORY COMMITTEE

ARTICLE I - MEMBERSHIP

Section 1. Members.

Members shall consist of representatives from Missouri's public and independent higher education institutions, to-wit:

The advisory committee shall consist of thirty-two members, who shall be the president or other chief administrative officer of the University of Missouri System; the chancellor of each campus of the University of Missouri; the president of each state supported four year university; the president of State Technical College; the president or chancellor of each public community college district; and representatives from each of five accredited private institutions selected biennially, under the supervision of the coordinating board, by the presidents of all of the state's privately supported institutions; but always to include at least one representative from one privately supported junior college, one privately supported four-year college, and one privately supported university.

Section 2. Delegates.

If a member is unable to attend a meeting, he or she may designate a delegate to attend and participate in the discussions of the meeting. However, the delegate shall not have the right to vote.

ARTICLE II - MEETINGS OF COMMITTEE

Section 1. Annual Meeting.

An annual meeting shall be held on the second Thursday in the month of September of each year for the purpose of electing officers and for the transaction of such other business as may come before the meeting.

Section 2. Special Meetings.

Special meetings, other than meetings with the Coordinating Board for Higher Education, shall be held at the time established a) by a resolution adopted by the Advisory Committee, b) by a call of the Chair, or c) by the written request of at least six members. Notice of any special meeting shall be given by written notice at least five days in advance if delivered personally or at least seven days in advance if sent by mail or telegram. Any member may waive notice of any meeting.

Section 3. Place of Meetings.

The place of the annual meeting and of special meetings shall be fixed by resolution. If not so fixed, then the place of a meeting shall be selected by the Chair.

Section 4. Quorum.

A majority of the members (17) shall constitute a quorum for the transaction of business.

ARTICLE III - MEETINGS WITH COORDINATING BOARD FOR HIGHER EDUCATION

Coordinating Board for Higher Education

June 15, 2022

Tab 1: PAC Bylaws (Updated 6.15.2022)

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BY-LAWS FOR THE CBHE PRESIDENTIAL ADVISORY COMMITTEE

Section 1. Statutory Meetings.

The Advisory Committee shall meet at least four times annually with the Coordinating Board for Higher Education at the times and places specified by the Coordinating Board.

Section 2. Purpose of Meetings.

Pursuant to Section 173.005(3), RSMo, the conferences shall enable the Advisory Committee to advise the Coordinating Board for Higher Education of the views of the institutions on matters within the purview of the Coordinating Board.

ARTICLE IV - OFFICERS

Section 1. Officers.

The officers shall be a Chair and a Vice Chair each of whom shall be elected by the Advisory Committee.

Section 2. Nomination, Election and Term of Office.

At the regular meeting of the Advisory Committee immediately prior to the annual meeting in September, a Nominating Committee composed of the three chairs of COPHE, ICUM, MCCA, and the president of the University of Missouri System or the chancellor of one of the campuses in the system shall be appointed by the PAC Chair. It shall be the duty of the Nominating Committee to nominate candidates for the offices of Chair and Vice Chair to be filled by election at the September meeting. The individuals elected by the PAC for the positions of Chair and Vice Chair will rotate in equitable order among the associations, to wit, COPHE, MCCA, ICUM. In addition, at the discretion of the Nominating Committee, the president of the University of Missouri System or the chancellor of one of the campuses in the system may be elected to the position of Chair or Vice Chair. The officers shall be elected biennially by the Advisory Committee at the annual meeting in September. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently possible.

Section 3. Removal.

Any officer may be removed by a two-thirds (2/3) vote of the entire membership of the Advisory Committee.

Section 4. Vacancies.

A vacancy in any office may be filled by the Advisory Committee for the unexpired portion of the term.

Section 5. Chair.

The Chair shall in general supervise and control the affairs of the Advisory Committee. He or she shall, when present, preside at all meetings. He or she shall serve as spokesperson for the Advisory Committee.

BY-LAWS FOR THE CBHE PRESIDENTIAL ADVISORY COMMITTEE

Section 6. Vice Chair.

In the absence of the Chair, or in the event of his or her death, inability, or refusal to act, the vice Chair shall perform the duties of the Chair.

Section 8. Executive Committee.

The Executive Committee shall be the Chair, Vice Chair and the immediate past Chair. The Executive Committee may act on behalf of the Advisory Committee, subject to review and approval of the full committee at its next regular or called meeting. A new Executive Committee shall be formed biennially after the election of officers. The Chair of the Advisory Committee will serve as Chair of the Executive Committee.

ARTICLE V - COMMITTEES

Section 1. Standing Committees.

The Advisory Committee, by the adoption of resolutions, may create one or more standing committees. The duties of the committees shall be stated in the respective resolutions. The chairman, with the consent of the Advisory Committee, may appoint members to the respective standing committees.

Section 2. Special Committees.

The Advisory Committee, by the adoption of resolutions, may create one or more special committees. The Chair may create such committees subject to the approval of the Advisory Committee at its next meeting. The Chair may appoint members or others to the respective special committees subject to the consent of the Advisory Committee at its next meeting.

ARTICLE VI - DUTIES AND RESPONSIBILITIES

Pursuant to Section 173.005(3), RSMo, the duties and responsibilities of the Advisory Committee shall be to advise the Coordinating Board for Higher Education of the views of the institutions on matters within the purview of the Coordinating Board.

ARTICLE VII - PARLIAMENTARY PROCEDURE

The STURGIS CODE OF PARLIAMENTARY PROCEDURE shall be used to resolve questions of parliamentary procedure.

ARTICLE VIII – REPEAL OR AMENDMENT OF BYLAWS

These bylaws may be amended or repealed and new bylaws adopted by a majority vote of the members present at any annual meeting or at any special meeting for which written notice of such action has been given within the times specified in Article II, Section 2.