**Colorado State University Art Museum**

**Advisory Committee Bylaws**

**April 7, 2008**

**Approved: May 2, 2008**

**Revised: October 2, 2008**

**Revised: April 27, 2011**

**Article I: Name**

The name of this organization shall be the Colorado State University Art Museum Advisory Board.

**Article II: Purpose**

The purpose of this Board is to provide advice and support to the Museum Director in the following areas:

1. Advise Museum Director on museum policy including collections, exhibitions, preservation, and educational programs.
2. Provide support in areas of fundraising and development.
3. Attend meetings and programs.
4. Promote and act as a liaison for the Museum to the community and University.
5. Serve on subcommittees as necessary.

**Article III: Composition**

1. The Advisory Board shall consist of at least (15) fifteen voting members. These members will include the following seats:

(1) Chairperson, Department of Art

(1) Art History Faculty Member

(1) Graduate Art Student or Art Department Faculty Member/Liason to Graduate Committee

(1) Faculty member from Music, Theatre, Dance department

(1) Representative from Development Staff

Colorado State University Art Museum Director, Ex-officio

1. Recommendations for appointments not specified above will be made by the Director and voted upon by the existing Board.
2. The term of office shall be three years, on a rotating basis, with (1/3) one-third of the board changing every year. No person shall serve more than (2) two consecutive terms. Exceptions shall be the Department of Art Chairperson who will serve as long as that person remains as department chairperson. In the event that a member is unable to fulfill the term, the Museum Director will recommend a replacement, to be voted upon by the existing Board.

**Article IV. Officers**

1. The officers of the Board shall be the Chair, Vice Chair and Secretary.
2. Election of officers will take place at the final meeting of the academic year and officers will serve for the next year. Officers can be elected to consecutive terms.

**Article V. Meetings**

1. Meetings will be held at least (4) four times throughout the academic year, with the initial meeting at the beginning of the Fall Semester and the final meeting at the close of the Spring Semester. Written notice of all meetings shall be sent at least (7) seven days prior to a meeting stating the time, date, and place.
2. Emergency Meetings can be called with at least (2) two days notice.
3. Agendas for meetings shall be set by the Museum Director in consultation with the Board Chair.
4. Minutes shall be taken by the Board Secretary and prepared for dispersal to the Board members by the museum staff
5. A quorum shall consist of a majority of all committee members.

**Article VI: Subcommittees**

1. Subcommittees may be formed on a needs basis, appointed by the Chair.
2. The Museum Director or a Museum staff member will be an ex-officio member of all ad-hoc subcommittees.

**Article VII: Code of Ethics:**

1. All policies and activities of the Board shall be in compliance with the rules and regulations of Colorado State University.

**Article VII: Amendments**

These by-laws may be amended at any regular meeting of the Advisory Board by a (2/3) two-thirds vote, provided that notice of proposed amendment be sent to all members at least (7) seven days before the meeting.