The Center for Asian Studies’ Advisory Council (CASAC) Bylaws

UNIVERSITY OF COLORADO, BOULDER

ARTICLE I

Name

The name of this organization shall be the University of Colorado, Boulder, Center for Asian Studies’ (hereinafter referred to as CAS) Advisory Council (hereinafter referred to as the CASAC).

ARTICLE II

Purpose and Objectives

a) To serve as an outside constituency for CAS; to bring an outside perspective to the Director of CAS;

b) To provide a means of expression of the points of view of both the community and the academy as they relate to CAS programs;

c) To consult with and to advise the Director and faculty of CAS on CASAC members' individual areas of expertise and interest;

d) To provide an avenue of direct liaison between CAS and other constituencies to promote understanding, cooperation, and mutual gain as regards CAS;

e) To promote the objectives of CAS through fund-raising activities and advice relative to the utilization of such funds.

ARTICLE III

Organization and Administration

Section 1. Membership

a) The CASAC shall consist of up to twenty-five regular members. The CASAC shall additionally include the voting members of the CAS Executive Committee.

b) The Coordinating Committee of the CASAC will be comprised of the CASAC Chair, the CAS Director, and the CAS Executive Director.

c) The presiding officer shall be Chair of the CASAC. The Chair shall be elected by the members of the CASAC from among themselves and shall serve for a period
of two years. In the event the Chair is unable to preside, a member of the CASAC designated by the CAS Director shall preside.

Section 2. Term of Office

a) The typical term of office for regular members of the CASAC is three to six years.

b) Candidates for membership on the CASAC may be proposed by any member of the CASAC. The Coordinating Committee of the CASAC will review all recommendations and invite members

c) Any member who is absent for three consecutive meetings will be considered inactive and their membership shall be subject to review by the Coordinating Committee.

Section 3. Meetings

a) The CASAC shall hold two regular meetings per year, normally one each during the fall and the spring semesters.

b) Written notice of each regular meeting shall be given to each member of the CASAC at least sixty days before the meeting.

Section 4. Quorum

a) A quorum for purposes of any vote shall consist of one-half of the voting members of the CASAC.

ARTICLE IV
Committes

From time to time, the CASAC may wish to establish both standing and ad-hoc committees or taskforces. These committees will reflect the on-going concerns and interests of the CASAC.

ARTICLE V
Amendments

The Bylaws may be amended at any regular or special meeting of the CASAC or by phone, e-mail, fax, or certified letter provided written notice of the contemplated amendment or amendments shall have been given to the members of the CASAC at least thirty days prior to the meeting at which the amendment or amendments are presented for vote. A two-thirds vote by the voting members of the CASAC shall be required to amend the Bylaws.