

THE COLLEGE OF WILLIAM & MARY  
THE THOMAS JEFFERSON PROGRAM IN PUBLIC POLICY  
BOARD OF ADVISORS

As Approved October 6, 1995  
and Amended November 21, 1997, June 15, 2000 & April 6, 2005

ARTICLE I - Name

The name of the "Advisory Board" shall be the Board of Advisors of the Thomas Jefferson Program in Public Policy of the College of William & Mary in Virginia.

ARTICLE II - Purpose

The Board of Advisors is a volunteer organization appointed to promote effective public policy by providing support for the educational programs and activities of the administration, faculty and students, graduate and undergraduate, of the Thomas Jefferson Program in Public Policy.

ARTICLE III - Membership

The Director of the Thomas Jefferson Program in Public Policy (in collaboration with the President of the Board of Advisors) appoints Members to the Advisory Board for a term of three years, based upon eminent professional achievement, demonstrated interest and personal capacity. In general, the Board of Advisors shall be composed of a representative spectrum of professions, backgrounds and interests. The president of any William & Mary MPP alumni association may be appointed ex officio to the Advisory Board.

ARTICLE IV - Officers and the Executive Committee

Section 1 - The elected Officers of the Advisory Board shall be a President, a First Vice-President, and a Second Vice-President.

Section 2 - The Executive Committee shall be composed of the elected Officers, the Chairs of appointed committees, the immediate past president and, on an ex officio basis, the Director of the Thomas Jefferson Program in Public Policy and its Executive Coordinator with the Board of Advisors. The Executive Committee shall meet as deemed necessary, upon the call of the President. A quorum may consist of a minimum of four members, provided advance notice of at least one week has been given to all members of the Executive Committee.

Section 3 - Officers shall be elected for a term of two years and may be re-elected for a maximum period of three terms. After a one-year absence, a previous Officer may be re-elected. A vacancy that occurs during term in the Office of the President shall be filled for the remainder of the term by the First Vice-President or Second Vice-President as per Art. V Secs. 2-3. Vacancies that occur in other elected offices shall be filled for the remainder of the term by vote of the Executive Committee. No more than one immediate past president may serve on the Executive Board at a time unless elected as an Officer other than president or as Committee Chair.

Section 4 - Election of Officers and appointment of Committee Chairs shall normally be during the fall meeting of the Board of Advisors. However, the Executive Committee may vary the date if expedient.

#### ARTICLE V - Duties of Officers

Section 1 - The President shall preside at all meetings of the Executive Committee and the Board of Advisors, appoint additional officers as delineated in Art. IV Sec. 3 and all Committee Chairs (except the Nominating Committee if so desired by the Board of Advisors as per Art. VI-A2), and be an ex officio member of all committees.

Section 2 - The First Vice-President shall assume the duties of the President in the absence of the President, may serve as Chair of a Committee, and perform any treasurer duties as deemed necessary.

Section 3 - The Second Vice-President shall be responsible for or shall delegate responsibility for recording all meetings of the Executive Committee, providing copies of minutes to Members of the Board of Advisors, and maintaining the records of the Executive Committee. The Second Vice-President shall also perform any treasurer duties as deemed necessary, may serve as Chair of a Committee, and assume the duties of the President in the absence of the President and the First Vice-President.

#### ARTICLE VI - Committees

The work of the Board of Advisors shall be accomplished through Standing Committees and Ad Hoc Committees, as needed.

#### A. STANDING COMMITTEES

1. Development

The Committee on Development will identify and recruit sources of financial contributions to the priority goals of the Thomas Jefferson Program in cooperation with relevant Ad Hoc Committees. In doing so, the Committee shall ensure that all committees receive the advice and support as well as appropriate recognition from the Office of University Development.

2. Nominations

The Committee on Nominations for Officers of the Board of Advisors will normally be appointed by the President every other year to prepare a slate of at least one nominee for each office, secure the consent of the nominee to serve, and submit the slate to the full Board of Advisors for approval at least one week in advance of the fall meeting.

Alternatively, a full or partial slate of nominees may be prepared by a quorum of the Board of Advisors meeting as a Committee of the Whole at the time of the fall meeting of the Board of Advisors.

The Committee on Nominations will identify and recruit on an ongoing basis potential members of the Board of Advisors who meet the criteria stated in Art. III and recommend their appointments to the President of the Board of Advisors and the Director of the Thomas Jefferson Program, preferably in time for new members to attend the Fall session of the Board of Advisors.

B. AD HOC COMMITTEES

The President, in consultation with the Director of the Thomas Jefferson Program, may appoint and disband such Ad Hoc Committees as deemed useful in the pursuit of the goals of the Board of Advisors and the Thomas Jefferson Program.

ARTICLE VII - Amendments to the Bylaws

The Bylaws may be amended at any regular or special meeting of the Board of Advisors by a two-thirds vote of those present or voting by proxy, provided two weeks prior notice of the proposed amendment shall have been given to each Member before a vote is taken.