

Updated 7/17/2024

3. The Executive Committee shall consist of the Chair, Chair-Elect, Immediate Past-Chair, and Secretary of the Accounting Circle, and the Director of the USI Accounting Program.
4. The Young Professionals (YP) group is a committee of the Accounting Circle consisting of professionals under the age of 40. The goals of this committee are consistent with the Accounting Circle and it has adopted its own charter which outlines its purpose and guidelines.
5. The Accounting Circle may create committees as needed, which will be instituted by a majority vote of the members of the Circle present at a duly called meeting. Ad hoc committees may be appointed by the majority vote of the members of the Circle present at a duly called meeting. A quorum of any committee meeting shall be constituted by a majority of the committee.

## **Article II**

### **Members**

The Accounting Circle shall consist of the following members:

1. Members are appointed or reappointed under the provisions of these

### **Article III**

#### Election of Members

1. The Executive Committee shall solicit and submit the names of proposed candidates to each member of the Accounting Circle at least ten days prior to the meeting at which the election is to be held. Such elections must be on the agenda for that meeting.
2. Members shall be eligible for re-election.
3. Upon establishment of a quorum, a majority of the votes cast shall be necessary for the election of a member. Although such votes will normally occur at a duly called meeting of the Circle, the Chair may call, in certain circumstances, for a vote by mail, phone, or electronic means.

### **Article IV**

#### A. Meetings

1. Regular meetings will be scheduled in the spring and fall of each year.
- 2.

## B. Notice of Meetings

1. Regular Meetings: Notice shall be given by mail, phone, or electronic means to members at least ten days prior to the scheduled meeting. The notice will specify time, place, and the agenda for the meeting.
2. Special Meetings: Notice of special meetings may be given by mail, phone, or electronic means at least five days prior to the date of the meeting. The notice will specify time, place, and the agenda for the meeting.

## **Article V**

### Duties of Officers

#### A. Chair

1. To preside at all meetings of the Accounting Circle and report on relevant matters.
2. To establish committees as may be required for the resolution of matters not already covered by these Bylaws.
3. To call special meetings of the Accounting Circle.
4. To serve one additional year on the Executive Committee upon completion of the term as chair.
5. To hold membership on the College of Business Board of Advisors and make regular reports to the Board of Advisors of Accounting Circle activities and initiatives.

#### B. Chair-Elect

1. To perform the duties of the Chair in the absence of the Chair.
2. To perform other duties as may be conferred by the Chair consistent with the Bylaws.
3. To serve as the liaison to the Young Professionals.

