BY-LAWS OF THE ASSOCIATION OF JESUIT COLLEGES AND UNIVERSITIES (AJCU) CONFERENCE OF ARTS & SCIENCES DEANS
(approved December, 2009)

ARTICLE I  ORGANIZATION

The name of the organization shall be The Conference of Arts & Sciences Deans.

ARTICLE II  PURPOSES

The Conference has been organized for the mutual support and development of the Deans of Arts & Sciences colleges or the equivalent in the institutions that make up the Association of Jesuit Colleges and Universities. Special attention will be paid to the Jesuit and Catholic identity of each of the schools.

ARTICLE III  MEMBERSHIP

1. Membership in this organization shall be the Deans of Arts & Sciences colleges and the equivalent in the institutions that make up the Association of Jesuit Colleges and Universities, as well as any members of the Deans’ staffs the individual deans wish to include.

2. The chair of the organization will be the dean of the school hosting the annual meeting. The chair’s term will be the calendar year in which the annual meeting is held. The vice chair of the organization shall be the dean who served as chair the previous year or his/her designee.

ARTICLE IV  MEETINGS

1. There will be an annual meeting of the organization, usually held in October at one of the participating schools, at a date and location set by the consent of the members present at the previous year’s business meeting, with attention to geographic diversity as far as possible. A tentative location for the meeting to be held in two years will also be discussed.
2. The President of the AJCU will be invited to attend the annual meeting and be given sufficient time within the schedule of the meeting to attend to any business from the national office of the AJCU.

3. The chair will set the agenda for the meeting in consultation with the members. The chair is also responsible for making local arrangements for the meeting and setting the cost of attending the meeting.

4. The agenda shall include time for a business meeting, usually held early on the last day of the meeting. The agenda will also usually include at least one separate meeting of the school deans (including interim and acting deans), and another for assistant/associate deans. Deans from the host institution will chair or designate another chair for these meetings. A copy of the agenda and any minutes, proposals, etc., shall be forwarded to the AJCU office by the chair of the Conference.

ARTICLE V COMMUNICATION

The national office of the AJCU will set up and maintain a listserv for the on-going communication of the members.

ARTICLE VI VOTING

These by-laws may be adopted or modified by members of this organization at their annual meeting. Each member school will be given one vote. Sixty percent* of the schools must vote in favor of the adoption or modification in order for it to be passed. Any proposal must be sent to the members at least 30 days before the deadline for voting.

* presently 17 of the 28.