ADVISORY COUNCIL OF EDUCATIONAL LEADERS CONSTITUTION AND BYLAWS

ARTICLE I: NAME
Advisory Council of Educational Leaders (ACEL), established in 2013, in partnership with the University of North Dakota Department of Educational Leadership, herein referred to as Advisory Council. The Advisory Council is an organization ancillary to the Department of Educational Leadership at the University of North Dakota, Grand Forks, North Dakota.

ARTICLE II: PURPOSE
In partnership with the PK-12 Department of Educational Leadership at The University of North Dakota, the mission of the Advisory Council of Educational Leaders is to provide advice to the Department of Educational Leadership relevant to current professional issues, provide a network that promotes professional learning, and cultivate reflective dialogue among current and prospective leaders in education.

ARTICLE III: OBJECTIVES
The objectives of the Advisory Council include:
1. Collaborate with faculty of the PK-12 Department of Educational Leadership, providing links between emerging trends in PK-12 theory and practice;
2. Establish a network for communication with current students, alumni of the PK-12 Department of Educational Leadership, and other leaders in education; and,
3. Serve as a public relations entity in the community and during events organized by the PK-12 Department of Educational Leadership and other educational organizations (e.g., symposiums, forums).

ARTICLE IV: MEMBERSHIP
The Advisory Council is a geographically diverse group comprised of nine practicing educational leaders both current and graduated Master’s and Doctoral students of the University of North Dakota. The initial Advisory Council shall consist of the following members and their terms:

2013-2016: Dr. Gabe Dahl, Kevin Clace, Dr. Roanne Malm
2013-2017: Amy Bartsch, Mark Vollmer, Dr. Lana DeCoteau
2013-2018: Jodi Sandmeyer, Audrey Larson, Dr. David Saxberg

Subsequent members shall be recommended by the membership committee and appointed by the Chairperson according to the above rotation and shall serve a three year term. The Advisory Council shall seek and recommend a diverse population of practicing leaders in education for membership of the Advisory Council.

Membership of the Advisory Council is a leadership opportunity for professional growth and career enhancement. Members shall attend and participate in all scheduled meetings; commit to the mission of the Council; act in a professional and ethical manner; promote a positive image of the students, faculty, and, program of the PK-12 Department of Educational Leadership; and, serve as a public voice for current students, alumni, and practitioners in the field of education.
Members who fail to meet the responsibilities of the Advisory Council may be dismissed from the Advisory Council by a two-thirds vote of members at a regular convened meeting of which a quorum herein, defined as five voting members, is present. In the event of a resignation or removal of a member the Chairperson shall appoint a member to fulfill the original term.

The PK-12 Department of Educational Leadership shall appoint an ex officio liaison for the Advisory Council. The initial liaison consists of the following member and his/her term:

2013-2016: Dr. Loretta DeLong

Subsequent liaisons shall be appointed by the PK-12 Department of Education Leadership and serve a three year term. The liaison shall establish ongoing communication with the Chairperson of the Advisory Council; attend and participate in meetings recommended by the Chairperson; and, include a member or members of the Advisory Council in discussions relating to PK-12 theory and practice.

ARTICLE V: MEETINGS
The Advisory Council shall meet in the fall and spring of each year at a location to be determined. Additional meetings may be called as deemed necessary by the Chairperson or appointed member delegated by the Chairperson. The Council shall utilize other forms of communication such as Blackboard Collaborate, Google Docs, and E-mail. Members of the Advisory Council must be committed to attend the scheduled meetings and respond to communications.

ARTICLE VI: OFFICERS
Officers of the Advisory Council shall be a Chairperson, Vice Chairperson, and Recorder.

SECTION I: ELECTION OF OFFICERS
The Advisory Council will elect a Chairperson, Vice Chairperson, and Recorder at the annual spring meeting. Based on the terms identified in Article 4, newly elected officers will assume responsibilities at the fall meeting. To initiate the procedure for electing new officers the Chairperson shall open the floor to obtain nominations. Once nominations have been completed, the quorum of voting members will vote on the suggested nominees with the majority earning the title of Officer. In the occurrence of a tie, the current Chairperson has authority to make a final decision.

SECTION II: RESPONSIBILITIES OF OFFICERS
The Chairperson shall:
   a. Schedule meetings;
   b. Set the agenda;
   c. Appoint vacancies;
   d. Serve as a liaison between the Advisory Council and the faculty of UND’s PK-12 Department of Educational Leadership;
   e. Serve as a spokesperson for the Advisory Council; and,
   f. Appoint standing committee members.

The Vice Chairperson shall:
   a. Conduct duties assigned by the Chairperson; and,
   b. Assume the role of the Chairperson in his/her absence.
The Recorder shall:
   a. Post agendas for all members to access;
   b. Record minutes;
   c. Manage communications with the Chairperson; and,
   d. Maintain all records and documents.

ARTICLE VII: AMENDMENTS
The Constitution and By-Laws shall be reviewed each year and may be amended by a two-thirds vote of members at a regular convened meeting of which a quorum is present. No proposed amendment to this constitution may be voted upon unless the exact language thereof shall have been submitted to the Recorder no less than thirty (30) days prior to the date of said meeting and notification given to the entire membership of the Advisory Council by letter.