

BYLAWS

The Harley Langdale, Jr.
College of Business Administration
Valdosta State University

PREAMBLE

The purpose of these Bylaws is to establish a framework within which the faculty, staff, and administration can work together in the academic decision-making processes of the Harley Langdale Jr. College of Business Administration

Updated May 2024

Accepted by at the March 28, 2025, faculty meeting

The Harley Langdale Jr. College of Business Administration Bylaws

ARTICLE I NAME

The name of the college is the Harley Langdale Jr. College of Business Administration (LCOBA). LCOBA is an administrative unit of the Office of Academic Affairs for Valdosta State University (VSU).

ARTICLE II DESCRIPTION

SECTION 1

LCOBA is organized into three academic departments: Accounting; Economics and Finance; and Marketing and Management. LCOBA provides programs that meet the needs of the University and the region it serves, and provides overall administration, organization, and direction for its stakeholders.

SECTION 2

LCOBA participates in self-governance as established by the LCOBA Faculty Handbook (Faculty Handbook) and in the overall governance of the University as established by the VSU Faculty Handbook and the University System of Georgia (USG) Board of Regents (BOR).

SECTION 3

LCOBA is accredited by AACSB International and SACS.

ARTICLE III JURISDICTION

The Faculty is the basic legislative body of LCOBA. Subject to the policies of the USG BOR, the VSU Statutes, and the VSU and LCOBA Faculty Handbooks as well as consultations with various LCOBA stakeholders, the Faculty make recommendations for academic policies to the Dean of LCOBA. It may deliberate on any matter of concern to LCOBA.

ARTICLE IV FACULTY AND STAFF VOTING RESPONSIBILITIES

SECTION 1

Participating Faculty Members: All full-time tenure-track and non-tenure track faculty members are classified as Participating. Participating faculty members are lecturers, senior lecturers, instructors, assistant professors,

associate professors, and professors. They teach, serve on LCOBA and VSU committees, attend faculty meetings, and have voting rights regarding policy recommendations.

SECTION 2

Supporting Faculty Members: All part-time faculty members are classified as Supporting. Their only responsibilities are teaching classes and maintaining office hours. They do not participate in faculty meetings as voting members.

SECTION 3

Staff: Staff members provide academic and administrative support to all LCOBA constituents but do not participate in faculty meetings as voting members.

ARTICLE V

LCOBA EXECUTIVE AND LEADERSHIP COMMITTEES

SECTION 1

Each department of LCOBA is represented on the LCOBA Executive Committee by its Department Head. The remaining membership of the LCOBA Executive Committee consists of the Dean, the Associate Dean, and any other College officers the Dean so designates. The Dean conducts Executive Committee meetings, and, in the Dean's absence, the Dean's designee presides. Minutes of the meetings are made available to the Faculty and Staff of LCOBA.

SECTION 2

The LCOBA Executive Committee reviews curriculum proposals, faculty policies, strategic plans, mission statement, personnel issues, AACSB International requirements and reports, and other issues as needed. The LCOBA Executive Committee may also propose changes in any of these areas to other LCOBA standing committees or ad hoc committees.

SECTION 3

The LCOBA Leadership Committee is comprised of the LCOBA Executive Committee and the chairs of the standing committees and any current ad hoc committees. The purpose of the Leadership Committee is to share information with the various committees.

ARTICLE VI

LCOBA COMMITTEES

SECTION 1

The College has standing committees as specified in these Bylaws to address LCOBA needs. Standing committees, other than those specified, may be added, deleted, or altered as recommended by the LCOBA Dean, Executive Committee, or as deemed necessary.

Ad hoc Committees with a limited term of existence may be formed to address special needs not covered by the purview of any standing committee, as recommended by the LCOBA Dean, Executive Committee, or as deemed necessary.

SECTION 2

The following section applies to all standing committees except for the Executive, Graduate Programs, Leadership, and Tenure & Promotion Committees.

Each committee should include at least one faculty member from each department.

1. Accounting
2. Economics and Finance
3. Marketing and Management

SECTION 3

The following LCOBA standing committees are established:

1. Executive Committee
2. Graduate Programs Committee
3. Leadership Committee
4. Curriculum and Continuous Committee
5. Scholarship Committee
6. Mission Statement & Strategic Planning Committee
7. LCOBA International Programs Committee
8. Tenure and Promotion Committee
9. Faculty Handbook Committee

SECTION 4

All LCOBA standing committees address proposals and actions concerning their areas of responsibility. Standing committees may form subcommittees. Specific standing committee duties and responsibilities include the following:

1. **Executive Committee** as defined in Article V, Section 1.
2. **Graduate Programs Committee** reviews all curriculum change requests for the MBA and MACC programs, reviews AOL assessment results, and recommends changes to the graduate programs. Other tasks under the purview of the committee include the evaluation of applications to LCOBA graduate programs, GMAT/GRE waiver requests, and student fulfillment of program prerequisites.
3. **Leadership Committee** as defined in Article V, Section 3.

4. **The Curriculum and Continuous Improvement Committee** oversees all assurance of learning activities, and reviews and votes on curriculum proposals. The committee is responsible for developing, assessing, and reporting on student learning outcomes annually, and for preparing and presenting new college-wide proposals to the faculty.
5. **The Scholarship Committee** identifies and selects the various LCOBA scholarship recipients.
6. **The Strategic Planning Committee** develops and maintains the mission statement. Create, maintain, and evaluate the College's strategic plan.
7. **LCOBA International Programs Committee** Coordinates and supports study abroad, and other international program activities.
8. **Tenure and Promotion Committee (TPC)** reviews, evaluates, and recommends tenure and promotion. (Refer to the LCOBA Handbook).
9. **Faculty Handbook Committee** Reviews and updates the handbook as needed.

SECTION 5

When the need arises, the executive committee will have the authority to appoint an ad hoc committee that will consist of at least one faculty representative from each department as well as any other individuals deemed necessary to be a part of the committee. The ad hoc committee will be dissolved on completion of the assigned task.

ARTICLE VII COLLEGE FACULTY MEETINGS

SECTION 1

The faculty shall have a regular meeting at least once each Fall and Spring semester. The date, time, and agenda shall be announced in writing by the Dean at least five business days in advance of the meeting. Only those matters contained in the agenda for a meeting may be voted upon at the meeting. Meetings are mandatory unless excused by the Dean or Department Head.

SECTION 2

Special meetings may be called at the Dean's discretion with at least five business days' advance written notice to all faculty.

SECTION 3

The LCOBA Dean is the presiding officer of Faculty Meetings. In the absence of the Dean, the Dean's designee presides.

SECTION 4

A majority of the participating faculty in residence shall constitute a quorum.

SECTION 5

Voting will be by show of hands unless otherwise directed by the Dean. Any faculty member may request a paper ballot on any issue. The request is then voted on by the faculty and, if granted, voting on the issue will proceed via paper ballot.

SECTION 6

A vote is passed by a simple majority of the quorum. In the event of a tie, the Dean provides the tie-breaking vote.

SECTION 7

The agenda for a regular faculty meeting will be set by the Executive Committee with input from faculty.