

Bylaws of the Professional Advisory Development Board (PADB)
Department of Construction Management
College of Health and Human Sciences
Colorado State University
Updated July 2023

ARTICLE I
(Name)

This organization shall be known as the Professional Advisory Development Board (PADB) of the Department of Construction Management at Colorado State University. This organization is hereinafter referred to as the Advisory Board, or Board.

ARTICLE II
(Membership)

Section A. Membership

The CM PADB shall consist of individuals and construction-related industries. Membership terms will be for one calendar year beginning on January 1st and membership benefits will apply to that calendar year.

Individual Membership: \$100.00

Individual members provide the foundation of the CM PADB and are often alumni that want to stay in touch with the program while supporting Construction Management at CSU.

Membership benefits include:

- Construction Management gift and welcome packet and subscription to monthly highlights newsletters
- Opportunity to impact the direction of the CM program through PADB meetings and subcommittees
- First look at department accomplishments and initiatives

Gold Memberships: \$2,000.00

Gold members have priority access to various department events and recruiting activities. Any organization that participates is entitled to designate a representative or multiple representatives of the organization to participate in the activities of the CM PADB.

In addition to the above benefits, Gold members also receive the following:

- Discounted Career Fair booths and program advertisements each semester (\$750 value)
- Two complimentary registrations for the Construction Management Research Symposium (as scheduled)

- Priority invitation to CM student club networking events, including the fall skeet shoot and spring golf tournament
- Access to upcoming graduate resumes
- Company membership plaque and annual renewal medallions
- Select advertising opportunities in department publications

Platinum Memberships: \$3,000.00

Platinum members have priority access to various department events and recruiting activities. Any organization that participates is entitled to designate a representative or multiple representatives of the organization to participate in the activities of the CM PADB.

In addition to the above benefits, Platinum members also receive the following:

- One complimentary 6' Career Fair booth and a half-page program advertisement each semester (\$1,500 value)
- Preferential recruiting activities, including early Career Fair registration, first look at graduate resumes, and exclusive first week of recruiting
- Priority status for guest lectures, invitations to club events, student mentoring opportunities and competition teams advising, and preferential participation in the CM Leadership course (subject to availability)
- Annual company spotlight in monthly newsletter and on department electronic display

Association Memberships: Complimentary

Association members are representatives of various professional associations. The Advisory Board Chair may invite individuals representing professional associations to sit on the CM PADB. Association members, in deference to the other significant contributions to the Construction Management program, are not required to pay annual membership dues.

Membership benefits include: all those of Individual Memberships.

Emeritus Memberships: Complimentary

Emeritus members are retired senior construction executives who wish to participate in the CM PADB. The Advisory Board Chair may invite individuals as emeritus members to the CM PADB. Emeritus members will be senior constructors who have distinguished themselves in some aspect of construction and are not required to pay annual membership dues.

Membership benefits include: all those of Individual Memberships.

ARTICLE III

(Purpose)

Section A. General Purpose

The general purpose of the Board is to provide advice, guidance and support for the development of a high quality Construction Management Program in the Department of

Construction Management at Colorado State University. The Board's role is advisory to the Department Head, Program and faculty in promoting the Construction Management Program.

Section B. Specific

The Board will assist the Department in the following areas:

- Advise and counsel the Department Head, Program Coordinators and the faculty to enhance construction education and prepare students for a successful career in the construction industry.
- Assist the Department in acquiring the resources necessary to provide and maintain quality education by taking an active role in fund-raising activities.
- Engage in curriculum development and discussions.
- Provide faculty with opportunities for meaningful corporate engagements and potential short-term employment in responsible positions via the faculty scholar program.
- Support and participate in the preparation for students to participate in regional and national competitions by assisting in fund raising efforts and/or education programs.
- Be an advocate for CM facilities that are conducive to providing quality education to our students.
- Provide or facilitate internship opportunities for students.

ARTICLE IV (Officers)

Section A. The Chairperson and the Vice Chairperson of the Advisory Board shall be elected by the Board membership upon the recommendation of the current officers. These officers shall serve three-year terms.

The duties of the *Chairperson* shall include:

- Chair meetings of the Board.
- Work with the Department Head (or designated faculty liaison) in formulating meeting agendas.
- Provide leadership in organizing and encouraging the members of the Board in working toward the various goals and objectives of the program.
- Define, in cooperation with the Department Head (or designee), appropriate tasks and timelines, and assign *ad hoc* committees as may be required.
- Serve as the lead Board contact for members of the industry community at large.

The duties of the *Vice Chairperson* shall include:

- Serve in the absence of the Chairperson.
- Assist, upon request, the Chairperson in performance of the above-described duties.

Section B. The Assistant to the Department Head or designee will serve as the Board Recording Secretary

The duties of the *Recording Secretary* shall include:

- Take minutes at all called meetings of the Board,
- Prepare minutes for the record.
- File and maintain said minutes.
- Distribute them on a timely basis to the Board, Department Head, Program Coordinator, faculty, and others as directed.
- Maintain Board attendance within the minutes of called meetings.

ARTICLE V (Committees)

Section A. The following standing committee is deemed essential for the ongoing vitality of this Board:

1. Executive Council (fundraising and industry support)
 1. The committee, comprised of the Chairperson, Vice Chair, Department Head, immediate past Chairperson, and three Partner Board members (to be appointed by the officers and Department Head), shall form the executive committee of the Board. This committee shall act as a steering group that formulates and/or evaluates strategies to the advancement of construction education at CSU. The committee will address and initiate fundraising activities, and board membership.

Section B. Ad hoc committees and their chairs are appointed by the Chairperson of the Advisory Board upon consultation with the Department Head. Ad hoc committees are developed to address area of interest to the department including:

1. Undergraduate Curriculum
2. Recruitment and Diversity
3. Research and Outreach

ARTICLE VI

(Meetings)

Section A. The Advisory Board will normally meet once in the Spring and once in the Fall of each year on established dates by the Chairperson in consultation with the Department Head. Any *ad hoc* committees will normally meet once a year during the general Advisory Board meetings and on other dates as appropriate and necessary. The format of meetings will adhere to the published agenda.

ARTICLE VII

(By-Laws)

Section A. The by-laws of the Advisory Board may be modified and adopted in revised form from time to time as deemed advisable by the Advisory Board, program faculty, or administration. Said by-laws must be consistent with the purpose of the Advisory Board as stated in Article III and with the policies of Colorado State University.

Section B. Amendments to the By-Laws may be made at regular meetings of the Board upon majority vote of a quorum (i.e., at least a total of ten industry board members and the department head or his/her representative present) or by electronic voting means administered to the PADB membership by the Department. A single vote shall be cast by the designated representative of the Gold, Platinum, and Association organizations as defined by Article II of the By-Laws. Each individual member shall also be provided the opportunity to cast their single vote. Amendments must be approved by the Department Faculty and Staff.