

## **VISION STATEMENT**

To assure program excellence in the development of professionals who reflect quality, competence, and ethical behavior in the practice of public administration.

## **MISSION STATEMENT**

The Master of Public Administration Advisory Board strives to serve five fundamental objectives:

1. To provide MPA students with a comprehensive and current professional education that will prepare them for entry and mid-career positions in public and non-profit service. It will regularly review the demand for particular competencies as professional needs emerge and change, and in light of these suggest program improvements
2. To provide students and alumni with a voice in service to their academic and professional needs relative to the MPA program and its administration, and to provide a liaison for dialogue with alumni and students, and between faculty and alumni and students.
3. To provide faculty and staff with assistance in growing the MPA program by contributing to recruiting students and faculty, locating internships, and placing students in professional positions in public and non-profit service.
4. To provide guidance and direction to faculty when designing value-driven new courses or modules within existing courses in areas such as professional ethics, diversity, and information technology and management. hands-on co-curricular laboratories in which participants gain realistic media experiences in facility operation, programming, and management.
5. To provide outreach to the profession by orienting the MPA toward new linkages and educating practitioners to the MPA as a professional degree.

**BYLAWS**  
**MASTER OF PUBLIC ADMINISTRATION ADVISORY BOARD**  
**DEPARTMENT OF POLITICAL SCIENCE AND PUBLIC ADMINISTRATION**  
**CENTRAL MICHIGAN UNIVERSITY**

I. NAME

- A. The name of this organization shall be: The MPA Advisory Board of the Department of Political Science and Public Administration at Central Michigan University.

II. PURPOSE AND FUNCTIONS

- A. The MPA Advisory Board shall be a support and assistance organization for the students and alumni of the Department of Political Science and Public Administration at Central Michigan University.

- B. In this role, the Board shall have the following functions:

1. To advise and assist the director and the faculty in interpreting and communicating the mission, programs, accomplishments, needs and aspirations of the MPA Program to its alumni and friends.
2. To be advocates of special causes and needs of the MPA Program's current and future alumni.
3. To advise and assist the director and faculty in the promotion and development of the MPA Program's student and alumni activities.

III. MEMBERSHIP

- A. There shall be two classes of membership in the board: regular and ex officio.
- B. The size of the Board may vary at the discretion of the MPA Program director. The current board size is set at 14.
- C. A term of service on the Board will be three years. A member may be eligible for reappointment.
- D. Regular members shall be appointed by the MPA Program director based on nominations from MPA alumni and faculty. The term of membership shall begin on August 15 and end on August 14.
- E. Qualifications for regular membership on the Board are:

1. Holding an earned Master of Public Administration (MPA) Degree from Central Michigan University.
2. A strong belief in the private support of higher education and enthusiasm for the MPA program at Central Michigan University.
3. A high standing in the public or non-profit service profession.
4. A willingness to devote time and expertise to support the MPA program.
5. Two consecutive absences from MPA Advisory Board meetings, not excused by the chair with advice and consent by a quorum of the board, will result in the position being vacated.

F. The responsibilities of the members of the Board are:

1. To support the mission statement of the Master of Public Administration program.
2. To participate in presenting the needs of the program to prospective donors.
3. To allow their names to be used as endorsers of Program activities and outreach efforts.
4. To attend, when possible, the meeting of the Board and otherwise stay in close contact with its activities.

G. Ex-officio members of the Board without vote include: director of the MPA Program, two MPA faculty members to be selected by the Political Science and Public Administration Department's Public Administration Council (PA Council), the MPA Associate Director and one MPA student annually nominated by the PA Council from its graduate student membership.

#### IV. OFFICERS

- A. The officers of the Board shall be the chair, vice-chair and executive secretary.
- B. The chair shall preside over the meetings of the Board, assist in the achievement of its goals, and appoint ad hoc committees as appropriate.
- C. The vice chair shall preside over meetings in the absence of the chair.

- D. The chair and vice chair of the MPA Advisory Board shall be elected by the regular members of the Board. The chair and vice chair shall be elected for annual terms. They will not be eligible for consecutive re-election to the same post. The election period will take place during the spring session and the offices will be held from August to August, with the vice chair becoming the chair unless otherwise determined.
- E. The office of executive secretary of the Board shall be filled by the director of the MPA Program, who will direct the Board's staff work.

V. MEETINGS

- A. Regular meeting of the MPA Advisory Board shall be held twice a year. The fall meeting will normally occur in October. The spring meeting will normally occur in April.
- B. Special meetings of the Board may be called by the MPA Director with at least ten days' written notice.
- C. All meetings shall be open.
- D. Minutes shall be kept and made available to the public.

VI. EXECUTIVE COMMITTEE

- A. The Executive Committee of the MPA Advisory Board shall administer the policies of the Board and shall, between scheduled Board meetings, serve as the chief administrative authority for the Board.
- B. The Executive Committee shall consist of: the chair, the vice chair and the executive secretary.

VII. COMMITTEES

- A. There will be no standing committees. Committees will be appointed based upon need. They will continue in effect at the discretion of the Board chair until the end of such need.
- B. The Board chair will appoint the committees and committee chairs.

VIII. PARLIAMENTARY PROCEDURE

- A. In the absence of any provision to the contrary in the bylaws, all business meetings of the MPA Advisory Board, of the Executive Committee, and of

appointed committees shall be governed by the parliamentary rules and usages in the current Robert's Rules of Order.

B. The executive secretary shall be the parliamentarian.

IX. AMENDMENT

A. Amendments to these bylaws may be initiated by any member of the Board.

B. For the adoption of a proposed amendment to these bylaws, a majority vote of the voting membership of the Board shall be required.

X. ADOPTION:

Adoption of these bylaws and procedures of the MPA Advisory Board of the Department of Political Science and Public Administration of Central Michigan University shall be by majority vote of the voting membership of the Board present at the scheduled meeting. The bylaws and procedures shall take effect immediately upon adoption.

Approved April 18, 2009  
Updated July 20, 2016