

**PROCEDURES  
MILITARY AFFAIRS ADVISORY COMMITTEE**

(ADOPTED SCHOOL YEAR 1990-1991)  
(UPDATED SPRING SEMESTER 2005)  
(UPDATED SPRING SEMESTER 2015)

1. NAME: University Military Affairs Advisory Committee

2. PURPOSE: The primary purpose of the committee is to act in an advisory capacity to the Professor of Military Science and the President of the University. Other duties include:

- a. Participate as a member of various boards conducted by the Military Science Department, e.g., selection and scholarship boards.
- b. Participate in soa                    ea    and the Brigade Commander when they visit the University.
- e. Aid in recruiting.
- f. Visit ROTC Leader Development & Assessment Course and Leader Training Camps on invitation.
- g. Support the program by becoming a bridge between the Military Science Department and the faculty.

3. MEMBERS: The committee shall consist of the following members, appointed by the

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University President in accordance with approved procedures:

- a. Faculty: Fiveio                    the Student Government by the President of (Two of the student members cannot be ROTC cadets.)

4. TERMS OF OFFICE: Faculty and Administrative/Staff members shall serve a term of

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three years, with appointments to be effective at the beginning of the Fall Semester. Appointments shall be scheduled so that no more than one third of the faculty members will end their terms in any one school year. If the faculty member is re-appointed, it will be for a full three-year term. Substitutes will complete the term of the member they are replacing. Student members shall be appointed for a one-year term. All appointments are subject to renewal at the discretion of the President.

5. ATTENDANCE AT MEETINGS: If a member of the committee must be absent from a meeting, the committee chairman should be notified. Failure to attend or notify the chairperson of an absence for two consecutive meetings during a school year may prompt the chairperson to request a replacement from the college or school that the individual represents. A member who must be absent from a meeting may, with the concurrence of

the chairperson, appoint a representative to serve with all the rights and privileges of a regular member. Criteria for substitutes are as shown below:

- a. The committee member may send a substitute, from the office of the represented college dean, or an appropriate member from the college.
- b. A student may send a student from the same organization that student q

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mitted to cast a vote on matters of the

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- a. Chairperson: The chairperson shall be elected annually from the committee membership. The chairperson shall:
  - (1) Prepare a tentative agenda for each meeting and furnish it to each member

of the committee at least three wo

