Article I: Name

The name of this entity shall be the College Honors Advisory Board (hereinafter referred to as HONBRD) of Ramapo College of New Jersey (hereinafter referred to as RAMAPO COLLEGE).

Article II: Purpose

The purpose of the HONBRD is to:

1. Provide counsel to the Director of the College Honors Program (hereinafter referred to as the DIRECTOR) pertaining to the development of faculty, academic, and co-curricular resources in support of the program.

2. Promote the College Honors Program (hereinafter PROGRAM) within the College and regionally.

3. Build and strengthen the PROGRAM’s learning community.

4. Strengthen and enhance the financial resources of the PROGRAM.

5. Further the mission of the PROGRAM.

Article III: Membership

1. The HONBRD shall be composed of no fewer than six (6) members and no more than twelve (12) members.

2. Proposed new members shall be nominated to the standing membership of the HONBRD and shall be seated only upon the HONBRD’s approval.
3. Nominations may be received from the Director of the program, Deans, Provost, and current Honors students and alumni.

4. Membership of the HonBrd shall strive to be as representative of as many of the constituencies with interests at stake in the College Honors Program as may be practicable and reasonable, and in such a fashion as to avoid conflicts of interest or appearances of impropriety. There should be at least one member from each of the Academic Schools of the College.

5. The Director and Assistant Director shall be ex-officio members of the HonBrd. In the case of a tie, the Director may cast the deciding vote.

Article IV: Terms

Members will serve three year renewable terms, as may be determined by the individual member and the Director.

Article V: Meetings

1. The HonBrd shall schedule at least one meeting in each Academic semester. Additional meetings may be called by the Director as deemed necessary.

2. The Director will determine the time and date of regular and special meetings.

3. Formal actions by the HonBrd shall be approved by consensus. If consensus cannot be achieved, a vote of the majority of the members shall be sufficient to approve a decision or an action.

Article VI: Officers

1. The presiding officer shall be the Director of the Honors Program. The duties of the Director are:

   1) To preside at all HonBrd meetings.
2) To appoint committees and the chairs of such committees

3) To organize and to focus the activities of the Honors Program. The Secretary shall record or cause to be composed records of actions and decisions of the Honors Program and its committees.

Article VII: Committees

1. Standing committees will be formed to achieve the mission of the Honors Program. The Director will assign the functions and duties of the committees, subject to approval by the Honors Program Board.

2. The Director will appoint chairs of the Standing Committees from the Honors Program Board. Standing Committees may include non-Honors Program members.

3. The Director may appoint Program faculty and/or students as ex-officio members of standing committees.

Article VIII: Quorum

A simple majority of the voting members shall constitute a quorum.

Article IX: Amendments

These bylaws shall be accepted and amended by consensus of the members of the Honors Program Board. If consensus cannot be achieved, a two-thirds majority vote of the members, including the Director, shall be sufficient.

Agreed, this 3rd day of October 2018, by consensus of the Honors Program Board.

Rebecca Root
Director