J. Advisory Groups

1. Advisory Groups are standing committees for the purpose of establishing and maintaining policies, procedures and standards for the consortium. The Executive Committee establishes Advisory Groups as needed.

2. Membership

   a. Members of Advisory Groups need not be members of Council but must be drawn from member institutions. This includes system wide support services personnel of member institutions.

   b. Members are appointed by the Executive Committee. MOBIUS staff may serve as ex-officio members on Advisory Groups.

   c. Advisory Groups petition the Executive Committee for appointment of advisors/consultants as needed.

   d. Members of Advisory Groups serve a two year term, with initially one-half of the members serving three year terms and one-half serving two year terms.

   e. Each Advisory Group elects a Chair to serve a one year term. The Chair is eligible for re-election. The Chair calls meetings, sets agendas, conducts meetings, keeps chair notes, acts as liaison with Executive Committee, and records and tracks assignments of the Advisory Group. Policy and procedure proposals developed by Advisory Groups are submitted to the Executive Committee.

   f. Advisory Groups establish sub-committees as needed for specific assignments.

K. Task Forces

1. Task Forces are created to accomplish specific tasks as charged by the Executive Committee and are dismissed upon completion of the task. Members need not be members of Council but must be drawn from member institutions. This includes system wide support services personnel of member institutions.

2. Members are appointed by the Executive Committee. MOBIUS staff members may serve as ex-officio members on Task Forces.

3. Task Forces petition the Executive Committee for appointment of outside advisors to the Task Force.

4. Each Task Force elects a Chair who calls meetings, sets agendas, conducts meetings, keeps chair notes, acts as liaison with Executive Committee and records and tracks task assignments. Policy and procedure proposals developed by Task Forces are submitted to the Executive Committee.

5. Task Forces establish sub-committees as needed.