

# **By-Laws of Accreditation Council for Chinese Business Education (ACCBE) Chinese Management Association**

## **Article 1**

To implement the accreditation of Chinese business education, the Chinese Management Association (CMA) established the ACCBE according to Article 7 of the CMA charter.

## **Article 2**

To facilitate the accreditation of Chinese business education, the ACCBE sets up the Steering Committee, the Working Committee, the Appeals Committee, the ACCBE center, the Administration Office, and various temporary Task Teams, as shown in the organizational chart attached.

## **Article 3**

The purpose of the Steering Committee is to perform the following tasks:

1. Convene regular meetings to enhance and oversee the operations and processes of accreditation.
2. Approve the accreditation-related regulations, standards, and procedures.
3. Appoint the Deputy CEO of the ACCBE Center.
4. Set up the Working Committee and appoint its members.
5. Set up the Appeals Committee and appoint its members.
6. Review the accreditation outcome and award the certificate.

## **Article 4**

Under the Steering Committee, 1 Chairman, 1-2 Deputy Chairman/Chairmen, and 13-25 members are set up. The qualifications and selection process for the members are identified below:

1. Chairman: The Chairman of CMA's Board of Directors nominates a candidate, and the Board of Directors approves the nomination for three years.
2. Deputy Chairman: The Chairman of the Steering Committee nominates the Deputy Chairman, and the CMA's Board of Directors approves the nomination for the same duration as the Chairman.
3. Members: The members of the Steering Committee are selected as follows:

- a. Renowned domestic and overseas scholars are nominated by the Chairman of the Steering Committee and approved by the CMA's Board of Directors for the same duration as the Chairman.
  - b. Well-known domestic and overseas business executives are nominated by the Chairman of the Steering Committee and approved by the CMA's Board of Directors for the same duration as the Chairman.
4. The members mentioned above can be renewed, and any newly recruited members shall not exceed one-half of the total members.

#### Article 5

The tasks of the ACCBE Center are as follows:

1. Responsible for executing decisions made by the Steering Committee.
2. Supervise accreditation-related activities and handle communication about both domestic and international affairs.
3. Manage administrative operations related to accreditation.
4. Facilitate accreditation promotion and development affairs.

#### Article 6

The composition of the ACCBE Center is as follows:

1. CEO: The steering committee nominated a candidate for the ACCBE center's CEO position, and the CMA's Board of Directors approved the nomination.
2. Once the CEO of the ACCBE center is appointed, the CEO has the authority to nominate 1-5 deputy CEOs. The nominations for deputy CEOs are then subject to get approved by the Steering Committee.

#### Article 7

The purpose of the Working Committee is to perform the following tasks:

1. Convene regular meetings to review accreditation outcomes and submit review proposals to the steering committee.
2. Review and propose accreditation-related regulations, standards, rules, and procedures.
3. Establish ACCBE Task Teams for various application cases and appoint their leaders and consulting professors.
4. Set up the Tracking Team and appoint its leader.
5. Oversee the processes and operations of various teams engaged in accreditation and certification.

## Article 8

The Working Committee comprises 1 Convener, 13 to 25 members, and 1 to 2 Co-Conveners. In general, the members are well-known scholars with business backgrounds who have served as deans of business schools or in other dean's positions at universities. Chief executives from industries involved in higher education affairs may also be recruited. The recruitment processes for the Working Committee members are as follows:

1. Convener and Co-Conveners: The Steering Committee recruits the Convener and 1-2 Co-Conveners of the Working Committee. Their appointments have a duration of three years.
2. Members: The Steering Committee is also responsible for recruiting the members of the Working Committee. Members are appointed for the same term duration as the Convener, which is three years.
3. Re-appointment: The Convener, Co-Conveners, and members of the Working Committee can be re-appointed for additional terms after their initial three-year term expires.

## Article 9

The purpose of the Appeals Committee is to:

1. Propose and establish appeal-related regulations, procedures, and rules.
2. Process accreditation outcome appeals from applicants.

## Article 10

The Appeals Committee consists of 1 Convener, 6 to 8 members, and may have an additional Co-Conveners when needed. The recruitment processes for the members of the Appeals Committee are as follows:

1. Convener and Co-Conveners: The Steering Committee recruits the Convener and Co-Conveners of the Appeals Committee. Their appointments have a term of three years.
2. Members: The Steering Committee is also responsible for recruiting the members of the Appeals Committee. Members are appointed for the same term duration as the Convener, which is three years.
3. Re-appointment: The Convener, Co-Conveners, and members of the Appeals Committee can be re-appointed for additional terms after their initial three-year term expires.

## Article 11

The current Convener of the Working Committee should be present during Steering Committee meetings and should make decisions together with them for the accreditation outcomes.

#### Article 12

Different Task Teams will be set up under the Working Committee to implement accreditation applications. These teams are the Accreditation Project Team, the Accreditation Tracking Team, the Re-Accreditation Project Team, and the Certification Project Team, as shown in the organizational chart attached. Their composition, functions, and operational procedures are identified in the operational guidelines of the Steering Committee.

#### Article 13

The Administration Office is responsible for handling administrative tasks and communication about both domestic and international affairs.

#### Article 14

This bylaw is approved by the CMA's Board of Directors and published by the Chairman of the Board. Any amendments should go through the same processes.

# Attachment: ACCBE's Organizational Chart

