Article 1: Membership

Sec. 1. Applications for membership shall be examined by the Director, whose responsibility shall be to ensure their completeness and compliance with the Constitution. He or she shall distribute these to each representative of the Advisory Board at least thirty (30) days prior to the Board meeting at which said membership shall be considered.

Sec. 2. Upon confirmation, the member(s) shall immediately exercise all rights, privileges, and responsibilities of the memberships.

Article 2: Director

Sec. 1. The office of the Director shall be located on the campus of Virginia Tech, whose responsibility shall be to provide an office, staff and facilities for the conduct of his or her duties and responsibilities as provided in the Constitution and Bylaws.

Sec. 2. The salaries and expenses of the Director's office staff, as they pertain to Center activities, shall be primarily borne by the budget of the Center. When such funds are unavailable, it shall be the responsibility of Virginia Tech to bear these expenses.

Article 3: Meetings

Sec. 1. The Advisory Board shall meet at least once a year at locations and times set by the Director with the approval of the Board members.

Sec. 2. The Director shall prepare the agenda for Advisory Board in consultation with the Chair of the Board. The Director shall prepare the minutes of the meetings to be recorded and distributed to all Board members.

Sec. 3. In the event that specific items of Center business require a vote of the Advisory Board and it is impractical to convene a full Board meeting, the Director shall poll the Board membership by phone, computer, or other means.

Article 4: Publications and Conferences

Sec. 1. The preparation, presentation and publication of research results shall remain the sole right and responsibility of the participating institutions, and the Center shall in no way infringe upon this right. Such publications and presentations shall acknowledge the financial support of the Center.
Sec. 2. The Director shall arrange Annual Technical Workshops, in which research results will be presented. The time and place of the meetings shall be recommended by the Director and approved by the Board.

Article 5. Finances

Sec. 1. Virginia Tech will serve as fiscal and contractual agent for the Center. As such, it will represent the Center in contractual and fiscal matters and have the ultimate accounting and financial reporting duties. Virginia Tech is the only agent authorized to make commitments on behalf of the Center.

Sec. 2. The research funds will be allocated to participating institutions in the form of subcontracts from Virginia Tech. The subcontracts will be carried out in accordance with the rules and regulations of research sponsors, in the absence of which the funds will be allocated under the guidelines of the Advisory Board. All fiscal matters will conform to federal and state requirements.