

Article VIII: Standing Committees

SECTION 1. Recruiting Committee

- a. The Recruiting committee is responsible for recruiting new members into the chapter; coordinating alumni for prospective members meeting.
 - a. This committee is responsible for coordinating and execution of recruiting efforts at the beginning of each semester. This includes visiting appropriate accounting classes to educate students about the benefits of Beta membership; arranging for and operating a table in the Rotunda during welcome week; arranging announcements to be displayed on LCD boards and published in and emails; placing and retrieval of recruiting signs; and handing out flyers.

SECTION 2. Social Events Committee

- a. The Social Events committee is responsible for organizing social events, and initiation ceremony.
 - a. Social responsibilities: This committee is responsible for planning and organization of social events including booking, food arrangements, transportation of Beta banner, and for operation of registration table at social events. This includes, but is not limited to, Networking Events, Initiation ceremony, Meet the Firms, and Member Socials.
- b. All of the above activities are subject to budget constraints as set forth by the Treasurer. The chairman of this committee reports to the Public Relationships officer.

SECTION 3. Food Committee

- a. Given the calendar of events developed by the President and First Vice-President, this committee is responsible for:
 - a. Selecting and ordering food for appropriate events.
 - b. Securing any equipment or materials needed by the speaker for the event, and transporting these items to and from the meeting.
 - c. Set-up before and cleanup after the event, including inspection of the room.
- b. All of the above activities are subject to budget constraints as set forth by the Treasurer. The chairman of this committee reports to the Corresponding Treasurer.

SECTION 4. Audit Committee

- a. The Audit committee is responsible for auditing the chapter's financial documentation. The committee will test the accuracy of the chapter's financial state as well as the effectiveness of internal controls. This committee is responsible for:
 - a. Monthly audits of bank reconciliations performed by the chapter Treasurer.

- b. End of semester audits of chapter financial records.
 - c. End of fiscal year audit of financial statements.
- b. Any material findings will be reported to the President. Any findings related to fraud, regardless of magnitude, will be reported to the Faculty Advisors, as well as the President, unless the President is believed to be involved in the fraudulent activities. Certain situations may warrant the Audit Committee to investigate other areas of the Chapter, when deemed necessary by the Chairman of the committee. The Chairman of the committee reports to the President.