

## Criswell College Bylaws

### ARTICLE 1: NAME AND LOCATION

**1.01 Name.** These Bylaws govern the affairs of Criswell College, a Texas nonprofit Corporation (hereinafter sometimes referred to as the “Institution”), which is qualified as tax exempt under Internal Revenue Code Sec. 501 (c) (3). These Bylaws, revised October 29, 2020, replace and supercede in the entirety any Bylaws in place prior to the adoption of these Bylaws.

**1.02 Principal Office.** The Corporation’s principal office in Texas is located at 4010 Gaston Ave., Dallas, Texas 75246. The Corporation may have such other offices, in Texas or elsewhere, as the Board of Trustees may determine. The Board may change the location of any office of the Corporation, without notice.

**1.03 Registered Office and Registered Agent.** The Corporation will maintain a registered office and registered agent in Texas. The registered office may, but need not, be identical with the Corporation’s principal office in Texas. The Board may change the registered office and the registered agent as permitted in the Texas Non-Profit Corporation Act.

### ARTICLE 2: MISSION

**2.01 Mission.** The mission for which the Institution is formed is set forth in the Corporation’s Certificate of Formation, as amended, which provides principally for the operation of a Christian college to provide ministerial and professional higher education for men and women preparing to serve as Christian leaders throughout society, while maintaining an institutional commitment to biblical inerrancy. The Institution’s mission shall be periodically reviewed and approved by the Board of Trustees (hereinafter sometimes referred to as the “Board”).

### ARTICLE 3: BOARD

**3.01 Powers.** The Board of Trustees is hereby vested, pursuant to the laws of the State of Texas, including but not limited to the Texas Business Organization Code, with all the powers and authority to govern effectively and set policy for the Corporation in accordance with the laws of the State of Texas, the Certificate of Formation, or these Bylaws. The Board of Trustees shall serve as the Board of Directors of the Corporation. Essential duties of the Board shall include:

- a) Establish and review the Institution’s mission.
- b) Select a Chief Executive to lead the Institution.
- c) Support and evaluate the performance of the Chief Executive and establish and review the Chief Executive’s compensation.
- d) Charge the President with leading a strategic planning process, participate in that process, approve the strategic plan, and monitor its progress.

- e) Ensure the Institution’s fiscal integrity, preserve and protect its assets for posterity (including approval of debt ceiling and major property sales, purchases and management), and engage in fundraising and fundraising efforts.
- f) Ensure the educational quality of the Institution and its academic programs.
- g) Preserve and protect institutional autonomy and academic freedom.
- h) Ensure that institutional policies and procedures are current and properly implemented.
- i) Conduct the Board’s business in an exemplary fashion and with appropriate transparency; ensure the currency of board governance policies and practices; and periodically assess the performance of the Board.
- j) Approve all earned and honorary degrees recommended through the faculty and President.

**3.02 Number, Election, and Term.** The Board of Trustees of the Corporation is a self-perpetuating board composed of twenty-one (21) voting individuals, plus any non-voting ex officio Trustees appointed by the Board. The number of Trustees may be increased or decreased, although no decrease shall have the effect of shortening the term of any incumbent Trustee, and the number of voting directors may not be decreased to fewer than five. The President of the Institution shall serve as a non-voting ex-officio member of the Board of Trustees. The members of the Board of Trustees shall be elected by the majority vote of the Trustees in attendance at the annual meeting of the Board whose terms are not then expiring. Each Trustee shall hold office for a term of three calendar years.

No person may serve as a Trustee for more than two consecutive three-year terms. After serving such consecutive terms, a person shall be ineligible for a period of twelve months, following which he or she shall be eligible for re-election.

No member of the Board of Trustees may be elected or re-elected from a church that already has three sitting Board members.

**3.03 Qualifications.** Members of the Board of Trustees shall be dedicated Christians who evidence deep spirituality and active love for the work of Christ. They are to be in agreement with the objectives of the Institution and show active interest in its operations. They must freely subscribe and annually execute an affirmation of the Articles of Faith of Criswell College, believing without reservation that the Bible is the inerrant, infallible Word of God expressed in the Scriptures written under the inspiration and direction of the Holy Spirit.

**3.04 Ex-Officio Trustees.** The Institution is authorized to enter into association agreements with foundations, institutions, and organizations who are supportive of the mission of the Institution and who provide financial support on a continuing basis for its regular operations and/or scholarship programs (“Associated Entities”), and any such association agreement may permit a specific office holder of the Associated Entity to serve as an ex-officio member of the Board of Trustees. The term of the association agreements shall not exceed three years but may be renewed by mutual agreement of the parties. Any one or more additional persons may also be designated by the Trustees to serve as an ex-officio member of the Board of Trustees. All ex-officio members of the Board of Trustees must meet the qualifications set forth in Section 3.03. A person designated as an ex-officio member of the Board of Trustees (or his designee) is entitled to notice of and attend all meetings of the Board of Trustees, including any Executive Sessions of the Board. Ex-officio members of the Board of Trustees are not entitled to vote. Ex-officio

members are subject to removal at any time by action of the Board of Trustees, provided that an ex-officio Trustee of an Associated Entity who is removed will be replaced by another office holder of the Associated Entity.

**3.05 Nominations and Resignations.** Nominations for members of the Board of Trustees may be submitted by existing Trustees (including the President and any other ex-officio Trustees) in writing to the Executive Committee at least two weeks prior to the regular meeting of the Board, including any references or descriptive qualifications that the nominator desires to include. Any Associated Entities may provide nominations as provided for in the association agreement between the Institution and the Associated Entity, and such individuals are to be given due consideration by the Board in the election of Trustees. In no event may the nominees provided by any one Associated Entity constitute more than forty percent of the Trustees elected to the Board.

Any Trustee may resign at any time by giving written notice to the Chairman of the Board. Notwithstanding the above, any Trustee who elects to resign must give notice of such intended resignation at least fourteen (14) days prior to the date of resignation, provided however, the Chairman of the Board of Trustees may elect to accept such resignation prior to the expiration of the notice period.

**3.06 Removal.** Any member of the Board of Trustees may be removed for cause, by a two-thirds vote of the remaining Trustees, at a meeting of the Board of Trustees, provided notice of intention to act upon the question of removing the Trustee has been stated as one of the purposes for calling the meeting. In the event this action is necessary, the Trustee may request a hearing before an appeals committee of the Board. The Chairman of the Board shall appoint an ad hoc appeals committee of the Board for each case. The appeals committee shall meet with the Trustee and submit a written report and recommendation to the Board, and the subsequent vote of the Board of Trustees shall be final. Just cause for the removal of a Trustee shall include: (a) failure to adhere to and uphold any of the principles set forth in the Articles of Faith of the Institution, (b) consistent failure to attend meetings of the Board of Trustees, (c) use of illegal drugs or conviction of any felony or other crime involving moral turpitude, (d) participation in any prohibited acts as defined in 11.07, or (e) any other conduct that would bring public reproach upon the Institution.

**3.07 Vacancies.** Vacancies shall be filled by the majority vote of the remaining members of the Board of Trustees for the unexpired term of such vacancy. Nominations to fill any vacancies shall be submitted by existing Trustees (including the President and any other ex-officio Trustees) in writing to the Executive Committee as provided in Section 3.05. In the event the vacancy is in a position originally nominated by an Associated Entity, then the Associated Entity shall be permitted to submit a new nomination, provided that the association agreement with the Associated Entity is still in effect at the time of the vacancy.

#### **ARTICLE 4: BOARD MEETINGS**

**4.01 Regular Meetings.** The Board of Trustees shall have two regular meetings each year, including the annual meeting, with dates and locations as determined by the Executive Committee. All members of the Board of Trustees shall be given at least ten (10) days' notice of these meetings by regular mail, electronic mail, or otherwise.

**4.02 Special Meetings.** Special meetings of the Board of Trustees may be called at the direction of the Chairman of the Board, the President, or three (3) Board members, acting in conjunction with one other. The Board Chair or Secretary shall cause to be delivered to each member of the Board, by regular mail,

electronic mail, or otherwise, notice of such special meetings, along with a clear statement of purpose, at least ten (10) days in advance.

**4.03 Notice.** Notice of the time and place of the meeting shall be delivered to each member of the Board of Trustees by regular mail, electronic mail, or otherwise, not less than 10 days before every regularly scheduled meeting. A waiver of notice in writing, signed by the person entitled to such notice, whether before or after the time stated therein, is equivalent to the giving of the required notice. Attendance of a Trustee at any meeting of the Board of Trustees constitutes a waiver of notice of such meeting, except where a Trustee attends the meeting for the express purpose of objecting to the transaction of business on the ground that the meeting is not lawfully called or convened.

**4.04 Remote Participation.** Any member of the Board of Trustees may participate in a meeting of the Board by means of a conference telephone call or similar communication mechanism that allows all persons participating in the meeting to hear each other simultaneously. Participation by such mechanism shall be equivalent to presence in person at the meeting.

**4.05 Quorum.** A majority of the voting Trustees then in office shall constitute a quorum for the transaction of business at any meeting of the Board of Trustees. The Trustees present at any meeting constituting less than a quorum may adjourn the meeting until such time a quorum shall be present.

**4.06 Manner of Acting.** The Board of Trustees will try to act by consensus. However, if a consensus is not available, the vote of a majority of Trustees present at a meeting at which a quorum is present is enough to constitute the act of the Board, unless the act of a greater number is required by law, by the Certificate of Formation, or by some other provision of these Bylaws. Voting by proxy shall not be permitted. A two-thirds vote of the Board is required to approve any sale, transfer, conveyance, encumbrance, or hypothecation of any real property of the Corporation which constitutes a part of the campus of Criswell College. Each meeting of the Board of Trustees must be conducted in accordance with the most recent edition of Robert's Rules of Order, insofar as they are not inconsistent with the laws of the State of Texas, the Certificate of Formation, or these Bylaws.

**4.07 Action by a Majority Written Consent.** Any action required or permitted to be taken by the Board of Trustees or its Executive Committee, may be taken without a meeting, if a majority of the then members of the Board of Trustees, either individually or collectively, consent in writing to such action; provided however, every member of the Board of Trustees or the Executive Committee must be given at least five (5) days prior notice of the intended consent before it is adopted and/or the action taken; provided however, lesser notice may be given in case emergency action needs to be taken. The written consent shall have the same force and effect as a majority vote of the Board of Trustees, shall be filed with the minutes, and shall reference this provision of the Bylaws.

## **ARTICLE 5: OFFICERS OF THE BOARD**

**5.01 Officers of the Board.** The Officers of the Board of Trustees shall consist of a Chairman, Vice Chairman, Secretary and such other Officers as the Board of Trustees may from time to time establish and select. Only the Chairman, the Vice Chairman, and the Secretary must be a member of the Board of Trustees in order to qualify for each such office.

**5.02 Election and Terms of Board Officers.** The Board of Trustees shall elect the Chairman, Vice Chairman, and the Secretary at the annual meeting of the Board of Trustees. The Chairman, Vice

Chairman, and the Secretary shall each hold office for a term of two years (with the possibility of re-election to a maximum of two (2) two-year terms, beginning on the January 1 next following their election and expiring on December 31. The Secretary of the Board of Trustees shall also serve as the Secretary of the Corporation.

**5.03 Powers and Duties of Board Officers.** The powers and duties of the Officers of the Board of Trustees are those usually pertaining to their respective offices, subject to the supervision and direction of the Board of Trustees, including the following:

- (a) Chairman – The Chairman shall preside at all meetings of the Board of Trustees and perform such other duties as are assigned to the Chairman from time to time by the Board of Trustees.
- (b) Vice Chairman – The Vice Chairman shall, in the absence or disability of the Chairman or at the Chairman's request, perform the duties and exercise the powers of the Chairman.
- (c) Secretary – The Secretary shall keep, or cause to be kept, full, complete, and accurate minutes of each meeting of the Board of Trustees and the Executive Committee. The Secretary shall cause all such minutes to be kept at the Corporation in a secure place and in a manner that insures their preservation.

**5.04 Resignation of Board Officers.** Any Officer of the Board of Trustees may resign at any time by submitting a written notice to the Chairman of the Board of Trustees. Notwithstanding the above, any Trustee who elects to resign must give notice of such intended resignation at least fourteen (14) days prior to the date of resignation, provided however, the Chairman of the Board of Trustees may elect to accept such resignation prior to the expiration of the notice period.

**5.05 Removal of Officers.** Any Officer of the Board of Trustees may be removed from such office by a two-thirds majority vote of the Board members at any regular or special meeting of the Board called expressly for that purpose.

**5.06 Vacancies.** Board Officer vacancies may be filled through a special election at any regular or special meeting of the Board, but election or re-election shall normally take place at the annual meeting of the Board of Trustees.

**5.07 Compensation of Officers.** Officers of the Board of Trustees shall not receive compensation for their services as Officers.

## **ARTICLE 6: OFFICERS OF THE CORPORATION**

**6.01 Officers of the Corporation.** The Officers of the Corporation consist of a President, one or more Vice Presidents elected by the Board of Trustees, a Treasurer, and assistant corporate secretaries.

**6.02 Election and Terms of Corporation Officers.** The President and all executive Officers of the Corporation will be elected by the Board of Trustees. The President may be removed from office by the Board of Trustees, with or without cause, by a two-thirds majority vote of the voting members.

**6.03 Powers and Duties of Corporation Officers.** The powers and duties of Corporation Officers are those usually pertaining to their respective offices, subject to the supervision and direction of the Board of Trustees, including the following:

- (a) President – The President shall be a man of Christian stature and integrity. He shall be in complete accord with the objectives and ministry of the Institution and hold a PhD. He shall be an able executive motivated by the spirit of service, and an impartial administrator who commands the respect of colleagues, benefactors, and students. He must freely subscribe the Articles of Faith adopted by the Institution believing without reservation in the infallibility, the inerrancy and authority of the Scriptures, as inspired by the Holy Spirit. He shall believe in the pre-millennial return of Christ to the earth and the pre-tribulation rapture of the Church. The President should also be a man with a heart for missions and evangelism.

The President shall serve as the chief executive Officer of the Institution under the direction of the Board of Trustees. The President shall be the sole official channel of communication between the professional staff of the Institution and the Board of Trustees. The President shall be responsible for carrying out the mission and purpose of the Institution.

- (b) Vice Presidents – Vice Presidents shall be individuals of Christian stature and integrity and in complete accord with the objectives and ministry of the Institution. Vice Presidents shall be elected by the Board of Trustees upon the recommendation of the President and appointed to serve in the Division to which they are named and subject to the direction of the President. They must freely subscribe the Articles of Faith adopted by the Institution, believing without reservation in the infallibility, the inerrancy, and the authority of the Scriptures, as inspired by the Holy Spirit. They shall believe in the pre-millennial return of Christ to the earth and the pre-tribulation rapture of the Church. They should also have a heart for missions and evangelism. The Vice Presidents shall perform such duties as may be assigned to them by the President.
- (c) Treasurer – The Vice President of Finance shall serve as the Treasurer of the Corporation and shall supervise the handling of all monies, assets, and other properties of the Corporation. The Treasurer shall be responsible to keep the financial records of the Corporation and to present financial reports at meetings of the Board of Trustees.
- (d) General Counsel – The position of General Counsel shall be filled from time to time as hereinafter set forth:
- i) A law firm or attorney may be engaged by the President of the Corporation to serve as the General Counsel of the Corporation, when such engagement is on an “as needed basis” and compensation for his or her services is based upon an hourly rate, together with costs incurred.
  - ii) A law firm or attorney may be hired on a part time basis to serve as the General Counsel of the Corporation. The employment of such law firm or attorney to serve as such, shall be recommended by the President and approved by the Executive Committee.
  - iii) A law firm or attorney may be hired on a full- time basis to serve as the General Counsel of the Corporation. The employment of such law firm or attorney to serve as such, shall be recommended by the President and approved by the Board of Trustees.

- iv) The duties of the General Counsel shall be as follows:
- 1) When so instructed by the President, negotiate, draft, review, and/or execute agreements and contracts.
  - 2) Offer counsel on a variety of legal issues and advise executive Officers, Committees, and the Board of Trustees as to same.
  - 3) Manage various projects and deadlines assigned to him by the President.
  - 4) Advise executives Officers on contract status, legal risks and business terms of various deals.
  - 5) Research legal issues impacting the organization by identifying applicable statutes, judicial decisions, codes and other indicia of authority.
  - 6) Perform pre-litigation work to minimize risks and maximize legal rights, and thereafter represent the Corporation and/or its Officers, Trustees and employees in litigation matters, if and when instructed by the President.

**6.04 Succession Plan for Presidency.** To assure an orderly transition of leadership, the President must give notice to the Board of Trustees of no less than sixty (60) days prior to departure, not to include the use of accumulated vacation days, provided however, the Chairman of the Board of Trustees may elect to accept such notice prior to the expiration of the notice period. If the current President's departure is unplanned (due to death or disability), the Board of Trustees will take immediate action to appoint interim leadership from among the current Vice Presidents. The President's written recommendation for his temporary replacement will be kept in the President's office files at all times to ensure the recommendation is available to the Board of Trustees upon their request. The location of that recommendation will at all times be made known to the Chief of Staff, who will produce it to the Board of Trustees upon their request.

During that period, the Board will consult with appropriate higher education organizations to identify and subsequently appoint an interim President, which could come from the in-house, interim selection or otherwise, until the search and selection of a new President is completed. The interim President will be asked to remain in place until the workday prior to the new President taking office.

## **ARTICLE 7: COMMITTEES**

**7.01 Standing and Ad Hoc Committees.** The Board of Trustees may establish any standing or ad hoc committees as it deems necessary to carry out the responsibilities of the Board. Until otherwise determined by the Board of Trustees, standing committees, in addition to the Executive Committee, shall include (1) Finance and Properties Committee, (2) Academic Committee, and (3) Institution Advancement Committee. Each standing committee shall have a charter outlining its purpose. The Board may establish additional standing or ad hoc committees as it deems appropriate to discharge its responsibilities. Unless otherwise specified by the Board of Trustees by and through a written resolution, only the Executive Committee shall be empowered to exercise the authority of the Board of Trustees.

**7.02 Committee Membership.** Each committee shall consist of three (3) or more voting members, a majority of whom are Trustees. The Chairman shall appoint each committee of the Board of Trustees and designate its chairman, other than the Executive Committee. A majority of the whole committee shall constitute a quorum, and the act of the majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

**7.03 Executive Committee.** The Executive Committee shall consist of five voting Trustees, including the Chairman of the Board, Vice Chairman, Secretary and two Trustees appointed by a majority of the Officers of the Board of Trustees. Each associated entity will have at least one representative among the five voting members. The Executive Committee shall have the power to act for the Board of Trustees ad interim in all matters except for the following which shall be reserved for the Board: presidential election and termination, Board member and Board Officer election, changes in the mission of the Institution, amendments to the to the Certificate of Formation, Bylaws, Articles of Faith, the incurrence of corporate indebtedness, the sale or disposition of real estate and other tangible property, the approval of the annual budget, and the conferral of degrees. The Committee shall also conduct an annual performance review of the President. The Committee shall meet at least once prior to each of the regular meetings of the full Board of Trustees, and minutes of all Executive Committee meetings will be distributed to all Trustees in a timely manner.

## **ARTICLE 8: CONFLICTS OF INTEREST**

**8.01 Conflict of Interest.** Members of the Board of Trustees must act in accordance with these Bylaws and the Institution's Conflict of Interest Policy. The Board shall adopt and revise, as appropriate, the Conflict of Interest Policy. Each provision of this article shall apply to all Board members with and without voting privileges.

**8.02 Definition.** A member of the Board of Trustees shall be considered to have a conflict of interest if he or she, or persons or entities with which he or she is affiliated, has a direct or indirect interest that may impair or may reasonably appear to impair his or her independent, unbiased judgement in the discharge of his or her responsibility and loyalty to the Institution and Corporation.

**8.03 Voting.** Members of the Board of Trustees shall disclose to the Board any actual, apparent, or possible conflict of interest at the earliest practical time. A Board member who has made such a disclosure shall abstain from voting on any matters in which he or she may be conflicted. Any such Board member may be invited to participate in the discussion. The minutes of the Board of Trustee meeting or committee meeting shall reflect that a disclosure was made and note the Board member's abstention from voting on any such issues.

**8.04 Annual Disclosure.** Every member of the Board of Trustees shall complete and sign a disclosure form on an annual basis and update that form as promptly as possible following knowledge of conditions that may create a possible conflict of interest.

**8.05 Compensation.** Board members serve as volunteers and are not compensated for their services. They may be reimbursed for transportation and other direct expenses while engaged in the discharge of their official duties.



## ARTICLE 9: INDEMNIFICATION

### 9.01 Indemnification Against Expenses.

- a) This Corporation shall indemnify each member of the Board of Trustees and Corporate Officer against any personal loss or judgment that he/she may suffer as a result of having served in their respective capacities to the full extent allowed by Texas law. Further, this Corporation does hereby elect to be covered by the Texas Charitable Immunity and Liability Act of 1987, Sec. 84.001 et seq. of the Texas Civil Practice and Remedies Code.
- b) The Institution shall, to the extent legally permissible, indemnify each of its Board members and Officers against all liabilities and expenses (including legal fees) reasonably incurred in connection with the defense of any action, suit or other proceeding (whether civil, criminal, administrative, or investigative) to which he or she has been made a party by a reason of being or having been in such role or position, provided he or she acted in good faith and in a manner reasonably believed to be in, and not opposed to, the best interests of the Institution. Members of the Board of Trustees and Corporate Officers shall not be entitled to indemnification for acts that are adjudicated in such action, suit, or proceeding to be the result of gross negligence or willful misconduct in the performance of duty. Notwithstanding the above, in a case of a criminal or civil proceeding, the person may be indemnified only if he or she (1) had no reasonable cause to believe that the conduct was unlawful or (2) that person believed their actions to be based upon a Biblical mandate which has been acknowledged by the Corporation.
- c) The termination of a proceeding by judgement, order, settlement, conviction, or on a plea of nolo contendere or its equivalent does not necessarily preclude indemnification by the Institution. The Institution shall also maintain Board members' and officers' liability insurance coverage.

**9.02 Advance Payment of Expenses.** Expenses, including legal fees, reasonably incurred by any such member of the Board of Trustees or Officer in connection with the defense or disposition of any such action, suit, or other proceeding may be paid from time to time by the Corporation in advance of the final disposition thereof under the condition that the Board member or Officer repay such advanced fees and costs if it ultimately is determined that the Board member or Officer is not entitled to be indemnified by the Corporation as authorized by these Bylaws.

**9.03 Eligibility for Indemnification.** The Board of Trustees may, at its discretion and to the extent legally permissible, authorize, purchase, and maintain insurance on behalf of any person not otherwise entitled to indemnification hereunder, who is an employee or other agent of the Corporation or who serves at the request of the Corporation as an employee or other agent of an organization in which the Corporation has an interest.

**9.04 Personal Liability.** Members of the Board of Trustees and Officers shall not be personally liable for any debt, liability, or obligation of the Corporation. All persons, corporations, or other entities extending credit to, contracting with or having any claim against the Corporation may look only to the funds and property of the Corporation for the payment of any such contract or claim, or for the payment of any debt, damages, judgment, or decree, or of any money that may otherwise become due or payable to them from the Corporation.

**9.05 Miscellaneous.** The foregoing rights of indemnification and advancement of expenses shall not be exclusive of any other rights to which any Board member, Officer, or employee may be entitled under any other Bylaw, agreement, or vote of disinterested Board members and shall inure to the benefit of the heirs, executors and administrators of such person.

#### **ARTICLE 10: AMENDING BYLAWS AND CERTIFICATE OF FORMATION**

**10.01 Amendments.** These Bylaws may be amended, and/or new Bylaws adopted by a two-thirds majority vote. Any doctrinal statements (contained in the Bylaws or in the Certificate of Formation) may be amended only upon a three-fourths vote of the Board of Trustees. The Certificate of Formation may be amended by a majority vote by the Board of Trustees. The notice of any meeting at which these Bylaws and/or the Certificate of Formation are proposed to be amended or at which new Bylaws or Certificate of Formation are proposed to be adopted will include the text of the proposed new bylaw provisions and/or Certificate.

#### **ARTICLE 11: MISCELLANEOUS PROVISIONS**

**11.01 Auditing.** The Board of Trustees each year shall select a commercial firm of certified public accountants to conduct an audit of the Corporation's financial books and records. The firm selected by the Board of Trustees shall conduct an audit of the Corporation's financial books and records as of the end of the fiscal year of the Corporation and shall submit its written report to the Board of Trustees.

**11.02 Fiscal Year.** The Corporation's fiscal year will begin on the first day of July each year and end on the last day of June of the following year.

**11.03 Faculty.** All faculty members shall be elected by the Board of Trustees and shall annually execute an affirmation of the institution's Articles of Faith.

#### **11.04 Conflict Resolution.**

- (a) The Institution shall commit itself to amicably resolving all conflicts with or between Officers, faculty, and employees. Because all efforts to bring about a resolution that includes the voluntary agreement of all the involved parties should be exhausted first, mediation of the conflict should be attempted within the Institution before resorting to procedures where final judgments are taken out of the hands of the disputing parties. In the event that the conflict cannot be resolved through mediation, the parties may seek a resolution of such dispute(s) before a court of law, but only subject to and in strict compliance with the provisions of Sections 11.04(b) and 11.05 hereof.
- (b) Any legal actions, proceedings or dispute resolution activities, including any of the contents thereof, the names and identifications of the parties, and even the fact that they have been asserted or may be asserted in the future, and even though pleadings and other court papers may be filed of record, same shall be kept in the strictest of confidence, and not released, imparted or exposed to any third parties, including but not limited to the news media or published in anyway on the internet. A voluntary violation of this provision shall result in that party's action, proceeding or lawsuit, or defenses thereto being stricken and/or dismissed with prejudice, and an involuntary or negligent violation of this provision

may result in a like consequence if the judge finds such result to be the fault of such party. Notwithstanding the above provision, the filing of such an action or proceeding in a court of proper jurisdiction and venue, in accordance with the provisions hereof, shall not constitute a violation of the provisions of this Section 11.04(b).

**11.05 Legal Authorities Governing Construction of Bylaws.** These Bylaws will be construed under Texas law. All references in these Bylaws to statutes, regulations, or other sources of legal authority will refer to the authorities cited, or their successors, as they may be amended from time to time.

Jurisdiction and venue of and for any action, claim or lawsuit, whether taken, made or filed by the Corporation, or brought, asserted or filed against the Corporation, shall rest exclusively in a State District Court located in Dallas County, Texas.

**11.06 Certificate of Acceptance.** Each and every Trustee and Officer of the Corporation shall execute and deliver to the Institution a certification that agrees to and acknowledges that in all dealings and interaction with the Institution, they shall be bound by and their rights and privileges subject to the terms and provisions of these Bylaws.

**11.07 Prohibited Acts.** As long as the Corporation exists, no trustee, officer, or committee member of the Corporation may:

- (a) Do any act in violation of these Bylaws, any duly adopted resolution of the Board of Trustees or its Executive Committee, or any contractual obligation of the Corporation.
- (b) Do any act with the intention of harming the Corporation or any of its operations.
- (c) Do any act that would make it impossible or unnecessarily difficult to carry on the Corporation's intended or ordinary business.
- (d) Receive an improper personal benefit from the operation of the Corporation.
- (e) Use the Corporation's assets, directly or indirectly, for any purpose other than carrying on the Corporation's business.
- (f) Wrongfully transfer or dispose of Corporation property, including intangible property such as good will.
- (g) Use the Corporation's name (or any substantially similar name) or any trademark or trade name adopted by the Corporation, except on behalf of the Corporation in the ordinary course of its business.
- (h) Disclose any of the Corporation's business practices, trade secrets, or any other information not generally known to the business community to any person not authorized to receive it.
- (i) Knowingly participate in any criminal activity; provided however, this admonition shall not be construed to include the making of any statement or taking any action, or refusing to so act, when same would be taken, declared or participated in for the purpose of proclaiming or acting upon or in line with the clear teaching or standards contained in the Holy Scriptures as determined by the Corporation's Statement of Faith, or as determined or

declared by any resolution of the Board of Trustees of the Corporation.

**11.08 Policy on Policies.** The Board of Trustees of Criswell College shall adopt and periodically review, a Policy on Policies for use by the Institution. All policies adopted by the Board of Trustees for the Institution shall contribute to and enhance the environment of the Institution and promote learning, scholarship, and public service.