MAE Department Advisory Board Guidelines

MAE Advisory Board Purpose

The purpose of the MAE DAB is to provide counsel and support on matters that affect the Department of Mechanical and Aerospace Engineering, including, but not limited to:

- Curriculum and educational excellence
- Fiscal management including budget oversight, development opportunities, and philanthropy
- Industrial outreach and engagement
- Student career placement and professional development opportunities
- Student activities and organizations
- Marketing, communication, and outreach
- Strategic planning including operational excellence in research, education, and diversity

MAE Advisory Board Membership and Structure

- The advisory board will include members from industry, academia, and government who support the interests of the Department of Mechanical and Aerospace Engineering.
- One member will serve as Board Chair, at the invitation of the Department Chair.
- Board membership shall be by invitation of the department chair after consultation with the current board chair.
- Membership will be for a 4-year term, with the option of one additional term if mutually agreed upon by the Board Member and Department Chair.

MAE Board Member Responsibilities

- Support the mission and vision of the Department; advise the Department Chair on matters as described in the Board Purpose.
- Be a spokesperson and advocate for the Department to industry, government, academic partners, alumni, friends of the Department, and the community at large.
- Work on behalf of the Department and School with University officials and external public to support our development of graduates capable of pioneering innovation and transformational leadership to find creative solutions to the most pressing challenges facing society.
- Attend semi-annual meetings (in person meeting in the spring and teleconference in the fall) and when possible be available for other ad-hoc support as requested by the chair (e.g., to speak to students, provide experiential learning opportunities, or meet with accreditation bodies).

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