

Kennesaw State University

Computer Engineering Department

Industry Advisory Board By-Laws

ARTICLE 1: Objectives

1. Support the strategic direction and provide a vision to the Computer Engineering department to fulfill its' vision of producing future esteemed engineering architects, leaders, and innovators.
2. Advance and support the highest quality faculty and educational programs for all undergraduate and graduate programs offered by the Computer Engineering Department as outlined below:
 - a. Bachelors of Science in Computer Engineering (present)
 - b. Master of Science in Computer Engineering (future)
3. Act as a liaison between the industry and the CpE department.
4. The Computer Engineering Industry Advisory Board will have three (3) working committees. The objective of these Committees will be as follows:
 - a. **Fund Raising Committee** - Undertake fundraising activities for faculty development, R&D development, and scholarship programs.
 - b. **Industry Outreach Committee** - Facilitate alumni, student, and industry relations and outreach.
 - c. **Accreditation and Curriculum Committee** - Provide outcomes assessment, curriculum, accreditation support, and nominations of adjunct and full-time faculty.

ARTICLE 2: Membership

1. The KSU Dean of the College of Engineering and the Head of the Computer Engineering Department shall be permanent members of the Board.
2. All past Board Chairs shall achieve the title "Chair Emeritus" and may continue to serve on the board.
3. It is our intention to maintain a level of 20 Board Members.

4. Board Membership shall be limited to two persons per company or organization. The member shall be a principal or someone in a leadership position of a company or organization who is deemed capable and willing by the Executive Committee. This individual shall have the option to furnish a letter of support from his management.
5. Any board member can submit nominations for new members to the Executive Board. The Executive Board will approve/disapprove nominations. Recruitment may extend to members of industry organizations.
6. Exiting board members may nominate a replacement from within their company for approval by the Executive Committee. Such nominee shall meet the requirements of the by-laws.
7. Each board member shall agree to serve on one committee.
8. Associate Members serve as Committee Members and are non-voting Board Members. Associate Members may be proposed by the Committee Chairs or may apply directly to the Board. All Associate Members must be approved by the Executive Committee. Associate Members may be from the same Company as a Board Member.

ARTICLE 3: Term

1. Board members shall serve for an indefinite term.
2. The Executive Committee retains the sole right to “vote-off” Executive Chair and/or Vice Chair and Committee Chairs and/or Vice Chairs due to cause or lack of performance.
3. Board members may not send a substitute to meetings when absent.
4. The Executive Committee retains the sole right to remove a Board Member that does not attend a minimum of two Board Meetings in a year or does not actively participate on a Board Committee
5. The term shall start at the first Board Meeting of the new school year in August.

ARTICLE 4: Election of Officers and Committee Chairs

1. Executive Committee shall comprise of Chair, Vice Chair, Past Chair, Committee Chairs, and KSU CpE Department Chair.
2. The Computer Engineering Industry Advisory Board Chair shall serve for a term of two years, subject to continuation due to extenuating circumstances with approval of the Executive Committee.
3. The Board Vice Chair shall become the Board Chair upon expiration of the term or resignation of the Board Chair.
4. The Executive Committee shall elect a Board Vice Chair from within the Executive Committee.
5. The past Board Chair shall continue to serve on the Executive Committee for two years following the expiration of his/her term as Chair.
6. Each Committee shall elect a Chair to serve for a term of two years.
7. Each Committee shall elect a Vice Chair or multiple vice Chairs who shall serve at the pleasure or in the absence of the Committee Chair.
8. Each Committee Chair shall also serve on the Executive Committee for the duration of his term as Committee Chair.
9. The Executive Committee shall provide direction to the committees and shall approve major decisions before implementation.

ARTICLE 5: Meetings

1. The full Computer Engineering Industry Advisory Board shall meet at a minimum of two times per year.
2. Full Board meeting dates shall be set by the Board Chair and notice will be provided to all members at least 30 days in advance of each meeting.
3. The Executive Committee shall meet at a minimum of two times per year, prior to the Advisory Board meeting.
4. All other Committees shall meet at a minimum of four times per year.

ARTICLE 6: Benefits of Board Membership

1. Board Members have the opportunity to participate in research and study activities of undergraduate and graduate students and faculty.
2. Board members shall have preferential consideration for co-op and internship hires.
3. Board members shall have preferential consideration for recruiting/interviewing students scheduled to graduate in each of the May, August, and December graduating classes.
4. Board Members have the opportunity to receive early invitation and “no charge” participation in the Computer Engineering Spring Career Fair (if/when it exists), which provides an opportunity for companies or organizations to meet students and conduct employment interviews.

ARTICLE 7: Compensation

1. Until and unless funds are available, no Board Member shall receive compensation for services rendered as a member of the Board.

ARTICLE 8: Amendment of By-laws

1. Changes to these By-laws shall be by majority vote of the full Computer Engineering Industry Advisory Board.

I agree to serve as a member of the **Kennesaw State University Computer Engineering Industry Advisory Board**, abide by the above by-laws for conduction of business, and participate actively in Fundraising and Alumni activities.

_____ **Approved by CPE IAB Board 3/2/18** _____
Signature / Date

Name	
Title	
Company Name	
Address (Street)	
Address (City, State,	

Zip)	
Office Phone	
Cell Phone	
Fax	
Email Address	
Company Website	