

## **I. BOARD MEMBERS**

- Gavin Rumble (non-alumnus, BSME, PE, SolidPE)
- Daniel Kaspari (non-alumnus, BSME, Rockwell-Collis)
- James Sturges (non-alumnus, MSAE, Lockheed Martin)
- Neil Sallah, PhD (non-alumnus, Thomas Built Buses Inc.)
- Cheryl Sellers, PhD (alumna BS – 1990, MS - 1992 , Caterpillar)
- Gloria Weeks (alumna BS - 2001, USPTO)
- Cicero Upchurch (alumnus BS -1977, Philip Morris)
- LaWanda Sanderson (alumna BS - 1996 , Sonoco)
- Cynthia Marshall (alumna BS -1996, Kimberly-Clark)

## **II. BOARD MEMBERSHIP**

- A. The MEAB can have a minimum of 6 and a maximum of 12 members.
- B. Members are selected from national and regional leaders in the mechanical engineering profession, that serve in industry, government and academia. All members should have an expressed interest in the program and its development and the support of their organizations to engage in activities that assist the department in meeting its objectives.
- C. The membership of the MEAB represent the areas of specialization in the Mechanical Engineering Programs in a balanced manner.

## **III. FUNCTIONS OF THE BOARD**

- a. Provide external stakeholder input in the development of a long range plan for the Department's of Mechanical Engineering Programs
- b. Provide advice on the development of assessment plans for the programs and participate the execution of those plans
- c. Provide guidance and assistance in planning and designing improvements to laboratory and infrastructural facilities to support the academic programs
- d. Provide advice on strategies for student recruitment and career placement and guide the department in obtaining necessary scholarship funding and intern, co-op and permanent placement opportunities.

## **IV. SELECTION AND TENURE OF BOARD MEMBERS**

- a. The Chairperson of the Department of Mechanical and Chemical Engineering appoints members to the MEAB in consultation with the Mechanical Engineering Faculty for renewable three-year terms in a manner as to ensure continuity in the board's corporate memory.
- b. A Chair, Secretary, and Vice Chair are required officers and are elected annually by the members of the MEAB.

## **V. ADMINISTRATION OF BOARD MEETINGS**

- a. The MEAB meets twice per year - once each in the Fall and Spring semesters.
- b. As required by extraordinary circumstances, meetings may be cancelled or special meetings convened by the Department Chair in consultation with members and the faculty.
- c. The Board works with the Department Chair in setting their agenda.
- d. The Board's Chair presides at meetings, with the Secretary keeping minutes and the Vice Chair presides at meetings in the absence of the MEAB Chair.