

IOWA STATE UNIVERSITY
DEPARTMENT OF MECHANICAL ENGINEERING
INDUSTRY ADVISORY COUNCIL
Fall 2018

★ BYLAWS ★

Purpose

The Mechanical Engineering Industry Advisory Council (Council) is a group of industrial, business and professional leaders.

The purpose of the Council is as follows:

1. To provide an outside perspective as a direct industry link to the department so as to make education more relevant to customers.
2. To help the department in identifying areas to strengthen, provide input for distinction & innovation, and ensure long-term viability of the department.
3. To serve as an advocate in representing the needs of the department to the college and university administration.
4. To counsel the department in strategic planning and implementation of the strategic plan.
5. To provide guidance and support in fund-raising activities for capstone projects, student groups or special interests.
6. To actively participate in assessment of the department progress towards stated goals.

Membership

The Council shall have a maximum of 15 members. The members shall be appointed by the Chair of the Mechanical Engineering Department with advice from the department faculty and Council members.

The members of the Council will have a diverse range of professional experience; varied industries, years in industry, and years on the Council. Council members will possess knowledge of engineering activities and be familiar with their respective company and related industry strategies.

The Council includes both Alumni of the ISU department of Mechanical Engineering and Industrial Representatives. The membership of the Council will be reviewed by the Chair of the Mechanical Engineering department and the President of the Council at least biannually for any changes or additions. Consideration should be given to reviewing the level of engagement of each Council member before initiating a change in membership. When choosing new members, the Department Chair should consider diversity of the council in age, professional experience, tenure on the Council, industry, gender, and ethnicity.

The Chair and Assistant/Associate Chair of the Mechanical Engineering department shall serve as the ex-officio members of the Council. The office of the Chair of the Mechanical Engineering Department shall serve as the secretariat for the Council.

Officers/Organization

The officers of the Council shall consist of a President and a Vice President. They shall be elected from the membership of the Council by a simple majority. Their term of office shall be two years.

The President shall preside over meetings of the Council and provide leadership in achieving the desired objectives. The Vice President shall preside over Council meetings in the absence of the President. If neither can attend, the President can designate another Council member to serve in this capacity.

Meetings

The Council shall meet at least once every year. A special meeting of the Council may be convened by either the President or the Chair of the Department of Mechanical Engineering.

The Chair of the Mechanical Engineering Department in consultation with the President shall set meeting date for the Council. The Chair shall set the agenda, make arrangements for the meeting, and inform the Council members about the meeting at least 30 days prior to the meeting.

The presence at a meeting of a majority of the members shall constitute a quorum.

Bylaw Revision

Revision to the bylaws can be proposed by any Council member and by the Chair of the Mechanical Engineering Department. A two-thirds majority of all members is required for approval of changes.

Disclaimer of Liability

The Council does by this article, for itself and on behalf of its individual members, disclaim any and all liability for any losses, claims, demands or actions arising or resulting from the recommendations or advice made or given in good faith to Iowa State University pursuant to the activities anticipated herein.

It is intended that Iowa State University exercise independent judgment and evaluate for itself the usefulness of the advice and recommendations so given.

Modified at the 11/2/18 ME IAC meeting