Background:

The National Advisory Board (NAB) was created in 1998 and organized to assist the College of Engineering and Applied Sciences (CEAS) in accomplishing its goals. An NAB that is engaged in the activities of the College is a requirement for ABET accreditation.

From its inception, the role that the NAB has played in the development of the CEAS has changed as the situation dictated. Initially, the NAB played an advisory role to the Dean and faculty. Over time the role and responsibilities of the NAB have increased until today under the Dean’s leadership, the NAB has become an important stakeholder in the future of the CEAS. The NAB has reorganized not only into an advisory role but also new responsibilities to assist in the implementation of the Engineering Initiative in the attainment of Tier1 recognition and successful completion of the Engineering Complex Project.

To keep projects and programs organized and coordinated, the NAB has two face-to-face meetings [fall, spring] each year and utilizes teleconferencing and other electronic communication formats as a means of communication. More frequent meetings are held on an as need basis; especially the newly organized Executive Steering Committee meets electronically monthly.

Purpose [By-Laws]:

The purpose of the National Advisory Board [NAB] is to foster an ever higher level of excellence in the University of Wyoming’s College of Engineering and Applied Sciences (CEAS). The Board will accomplish this by catalyzing increased interaction between students, faculty, department heads and the larger engineering and applied sciences communities; providing input on academic issues; supporting the promotion, development and expansion of the education programs and facilities in the CEAS; recognizing significant achievements of the CEAS alumni and supporters; and assisting in fund-raising activities.

Responsibilities:

To accomplish its purpose, the NAB participates in assisting the Dean and the College in several ways. The NAB is charged with the following:

1. Define specific characteristics potential employers seek in college graduates.
2. Assist with the periodic review of the academic programs:
   a. Provide comment on program revisions presented by the Dean and/or Department Heads.
   b. Suggest program modifications to improve the relationship between the academic and professional practices.
   c. Meet with the College’s accreditation team to promote departmental accreditation.
3. Assist with the periodic review of the research activities.
   a. Provide comment on research plans and marketing tactics presented by faculty.
   b. Suggest potential research opportunities.
4. Assist with the development and implementation of state service activities.
   a. Identify professional education requirements for registered engineers in Wyoming.
   b. Review and provide critical comment on existing service activities based on presentations by program directors.
   c. Suggest activities and relationships which would promote and improve the State’s communities, business, and the economy.
5. Help identify and develop any unique opportunities the College may have in any programmatic area based on physical, personnel or other assets.
6. Review, advise, and facilitate improvement of the fiscal status of the College considering all revenue streams.
7. Promote the programs of the College by communication with students, parents, alumni, university administrators, trustees, legislators, industry, and governmental personnel, and other Wyoming stakeholders.
8. Enlist the support and expertise of the alumni locally, regionally, nationally, and internationally.

**Organization:**

The NAB consists of twenty five voting members including a representative from each Departmental Advisory Board. Each member serves a four year staggered term with the potential of serving a second term for a maximum of eight years. Members are selected by the Dean and current voting members of the Board. Members of the NAB represent all engineering and applied science disciplines of the College. Membership is not limited to CEAS graduates, but also includes individuals who are active in their support of the College. Faculty and students are represented by non-voting ex officio members.

The Board elects a chairman and vice chairman, each serving a two year term. The NAB is organized into standing committees whose membership consists of both voting and ex officio members. The committees are Executive, External Affairs, Finance, Pathway to Excellence, Engineering Complex.

The Executive Committee provides guidance to all committees and has, with the approval of the Dean and within the NAB mission statement and a committee’s scope of responsibility, the authority to task any committee with any assignment it deems appropriate.

The External Affairs Committee has the responsibility to improve NAB visibility and public relations; strengthen connections with Department Advisory Boards; seek to inform selected Trustees of NAB role; reach out to industry to foster greater awareness of the CEAS and its graduates; engage the Alumni Association as a source of alumni information to seek CEAS alumni to foster alumni involvement with the CEAS; publish articles in the CEAS magazine highlighting the NAB, its role and members; establish an NAB website or expand the NAB section on the current CEAS website; NAB provides a direct link to industry and corporations.

The Finance Committee is responsible for advocating and advising the CEAS on funding and finances that operates within the UW structure/culture including understanding the CEAS budget. The Committee cultivates and develops sources of funds [contributions, corporate donations, etc.] in coordination with the Foundation. The Committee will supplement CEAS’s development and fund-raising efforts by helping to identify and introduce potential major donors to the CEAS. Committee Members may be required to participate in meetings and presentations with potential donors. The Committee will make recommendations to CEAS on new fund-raising opportunities. Develop a micro-donation program.
The Path to Excellence Committee facilitates the development of quality college programs leading to Tier 1 status, including areas of excellence, programs for outreach to specific groups such as K-12 and Community Colleges; initiatives in career and student services.

The Engineering Complex Committee assists in planning, reviewing documentation and other essential functions required in the process for successful completion of Level II and III Phases in the development of the Engineering Complex.

Anyone interested in becoming a member of the NAB is encouraged to contact either the Dean of the College or the Chairman of the NAB.