

**STATEMENT OF PURPOSE**  
**Industrial Advisory Board**  
**of the Department of Industrial and Systems Engineering**  
**University of Wisconsin-Madison**

The purpose of the ISyE Industrial Advisory Board (IAB) is to serve as an external advisory body to the Industrial and Systems Engineering Department.

**The primary functions of the ISyE IAB are the following:**

- a) To review the present programs and plans of the Industrial and Systems (ISyE) Department and identify areas of opportunity;
- b) To serve as liaison between the ISyE Department and business, industry, and government;
- c) To form an advocacy network to make business, industry, and government more aware of the services with the Department provides; and,
- d) To advise or assist in major fund-raising efforts of the Foundation for the ISyE Department.
- e) To promote ISyE value and opportunities with the Dean and the College of Engineering (COE)

**The organization of the ISyE Industrial Advisory Board is as follows:**

**Nomination:** The ISyE Department Chair will invite and appoint the members of the ISyE IAB based on the approval of the ISyE Faculty. The IAB will assist in the nomination and evaluation process for potential members

**Term of Office:** The term of office of the members of the IAB will typically be for three years. Members may be re-appointed for one additional term. Typically, a maximum of two terms are served.

**Membership:** The size of the ISyE IAB will be commensurate with the needs and activities of the Industrial and Systems Engineering Department, but will typically consist of at least 12 to 15 members.

**Meeting Times:** The ISyE Visiting Committee will meet once a year, usually the first Friday in April and at such other times as the ISyE Chairman may request. Meetings may also be held on Engineers Day, the Friday of Homecoming weekend. Teleconferences may be held between annual meetings based on need.

**Appointment of Chairman:** The ISyE IAB Committee, in consultation with the Department Chair, will select their chair. The IAB chair is responsible for preparing, coordinating, and conducting the meeting. An IAB vice-chair vice-chair will also be named who will have primary responsibility for submitting a written meeting report to the ISyE department.

## **Working Groups within the ISyE IAB**

There are three main working groups within the ISyE IAB, each centered around a specific purpose

### **(1) Student Experience:**

**Mission:** Help ISyE students prepare to be successful

- Mentoring: Be available for ISyE students to reach out with questions
  - Visit campus for special student-mentoring events
- Give practical industry perspective on curriculum changes and training that ISyE students should receive
- Advise and approve curriculum changes required by the ABET Process
- Serve as industry advisor for professional trends, contacts, and opportunities

- Advocate for Industrial Engineering and UW-Madison ISyE to pre-college students
- Coordinate and host industry visits for students

## **(2) Alumni Engagement:**

**Mission:** Increase and leverage our alumni engagement

- Give advice and be an advocate for building the ISyE alumni network
- Host and attend events and recruit alumni to attend
- Give advice on features for newsletters, social media & other communications
- Build network for future IAB members or other advisory roles for ISyE

**Board:**

- Provide input to ISyE chair on Mix & input on board members
- On-boarding of new board members
- Help in peer review (for advancement)

**Giving:**

- Promote / communicate why people give, what benefit it has
- Be a role model for giving
  - Board Match for fundraising
  - Maximize industry matching funds
- Give input on donor perspective to match with department needs

### **(3) Industry Relationships:**

**Mission:** Incubate and curate corporate relationships with ISyE

- Industry networking, including advocating and sponsoring student project (design) experiences
- Identify new industrial connections and opportunities for ISyE
- Advocate and facilitating student internships (including for grad student research)
- Communicate trends in industry to faculty

### **Emeritus Advisory Board**

Former board members can opt to receive information packages and slides of all advisory board meetings