

Charter for University of Alaska Fairbanks
College of Business and Security Management
Business Advisory Committee

- I. The supporting group shall be called the 'Business Advisory Committee' (BAC). It is authorized by the Dean of the College of Business and Security Management (CBSM) and will serve at the pleasure of the governing body.

II. Purpose, Scope of Work and Benefit

The BAC was created as a standing committee for the purpose of working with the CBSM at University of Alaska Fairbanks (UAF). To advise and consult with the College on matters pertaining to academic excellence, relevant education requirements and inform on business trends and practices to provide students with the best education and experience that is unique to Alaska. The BAC shall have no legal responsibilities and is formed to give advice and recommendations to the college and faculty. It cannot compel the college, faculty or staff to act on its recommendations or feedback.

The Business Advisory Committee members shall:

- have diverse skills and experiences
- provide the college and its faculty with objective opinions about the curriculum
- provide input, skills and knowledge towards specific projects

Specific scope of work of the Business Advisory Committee may include the following:

- assess the impact of programs, projects and events
- serve as ad hoc on short-term events such as, the BAC meetings, Business Leader of the Year, Arctic Innovation Competition and Etiquette Seminar and Dinner.
- serve as a non-political advocate for CBSM and UAF
- Identify fundraising, technical assistance and marketing resources

Benefit as an Business Advisory Committee Member:

A member of the BAC can influence and enhance the effectiveness of the College and the Dean in executing their specific and complex roles.

Other benefits include:

- suggesting and identifying opportunities for students to enrich their education through internships, mentorships and other learning-practical work experiences.
- the opportunity to share professional expertise, insights, and experiences to develop student leaders and partner with faculty
- valuable networking opportunities while serving alongside other community leaders.
- engaging in strategic dialogue and participating in robust discussions to help shape CBSM programs and future education, while also assisting the organization in capitalizing on and responding to business trends.

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- sharpening leadership skills by participating in committee work in a supportive environment, with the opportunity to advance to leadership of the committee when officer positions are available.

III. Exclusions

- a. Members shall have no power to make decisions about the college. They cannot outline rules for how the College operates, give employees instructions or give directives to the Dean or faculty.
- b. Spokesperson BAC members shall not speak on behalf of CBSM. This includes speaking to the press or discussing confidential business matters with employees, students or vendors without express permission.

IV. Membership

- a. Composition: The BAC shall consist of eighteen (18) members. Members will be selected and appointed by the Board. Committee members will constitute a cross-section of the community, public and private sectors.

V. Procedural Rules

- a. Meetings: The BAC will meet *at least* two times per year – once in the spring and one in the fall. Notices of upcoming meetings will be emailed to members at least seven days before a meeting. Meeting shall be held in Fairbanks with a virtual option or virtually.
- b. Minutes: Minutes of each meeting will be kept. An electronic copy will be emailed to the BAC within two weeks after a meeting.
- c. Recommendations and Reports: Committee recommendations and reports will be submitted in writing to the Dean and copied to the BAC Chair. Documents will include both suggested action and justification for suggestions. The Dean shall respond/react to such recommendations/reports in writing.
- d. Dismissal: Members who are absent without reasonable cause from three successive meetings will be considered to have resigned their seat. The BAC will move to fill the position.
- e. Additional rules and protocols documents shall define specifics in support of this charter.

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VI. Organizational Structure

- a. The Business Advisory Council shall select a Chair or the dean shall appoint a Chair.
The Vice-Chair will serve as Chair in their absence for committee meetings.

CBSM Business Advisory Committee		
Executive Committee: Chair, Vice-Chair, CBSM Dean		
Provides input on strategic planning, helps to organize meetings, manage and support membership within the BAC		
Development and Outreach	Community Partnerships	Advocacy
Events, Fundraising, Scholarships	Peer-to-Professional Program, Internships, Industry Needs	Advocating for CBSM within the University system, locally, and statewide
Honorary Seats		
Business Leader of the Year, Student Advisory Council Member, and more		