The mission of NC State’s Computer Science Department is to create and disseminate knowledge by constituting a scholarly community focused on research and education. Our research in the science and technology of computing betters state and nation. Our educational programs equip our students to be competitive, to succeed in their profession, and to contribute to society.

Role of the Strategic Advisory Board (SAB)

Serving as a cornerstone for the department’s focus on maintaining strong and active partnerships with the global business and academic communities, the Strategic Advisory Board (SAB) is a dynamic group of executives representing local and international industry and academic leaders who provide input, facilitation, and guidance critical to the department's strategic planning efforts. The SAB meets annually on campus each fall, and functions as a virtual working team throughout the year via subcommittees.

Optimally, the SAB will be comprised of 25 maximum (15 minimum) executives and leaders in the technology field who are NCSU alumni or supporters interested in sharing their vision, experiences, and expertise to enhance the department and its effectiveness toward meeting its mission and vision. Board members should be individuals of influence and leadership in business and/or academic communities, who share a common vision of the significant role computer science has at NC State and on the extended technology community.

The Strategic Advisory Board will provide the leadership necessary to ensure that NC State’s computer science department is among the nation’s finest and most significant. In conjunction with department, college, and University leadership, they will provide guidance and pursue strategies to ensure that the department continues to grow in emerging areas of computer science technology while providing the highest quality education for our students.

Selection Process, Qualifications & Duties of SAB Members

SAB members are elected to serve a three (3) year term, and are eligible to serve two consecutive terms followed by a minimum of one year off the Board before being eligible for re-nomination. The Membership Committee will work closely with the department head to manage the nomination and selection process, ensuring breadth and depth of experience, professional influence, and membership diversity. SAB members are encouraged to support the department of computer science with their time, their service and their gifts, whether direct or indirect. They will be asked to assist in membership recruitment and to provide expertise in areas of their interest or special skills.

Nomination Process – Names and credentials of prospective board members must be submitted in writing (via Prospective Board Member Nomination Form). In order for candidates to be considered for terms beginning in the spring of each year, the Membership Committee will observe the following target dates:

- Oct 1 – Nominations closed
• Nov 1 – Candidate reviews completed & slate issued for SAB vote
• Dec 1 – Invitations extended to new members
• Spring Meeting – New memberships officially conferred.*

*New memberships are officially conferred only on those new members in attendance at the annual meeting. Candidates who accept an invitation, but who are unable to attend the annual meeting will not become board members. Their nominations will go back into the candidate pool for consideration the following year.

**Board Leadership Roles** – Primary leadership roles include the Chairperson and Vice-Chairperson, selected by the board members. Each serves a one-year term, with the Vice-Chairperson assuming the Chairperson’s role in the following year. Both leaders work closely with departmental leaders to create the objectives and agenda for the annual meeting. The Chairperson takes a lead role in the facilitation of the annual meeting.

**Board members will be subject to the following qualification criteria:**

- Knowledge or interest in the field of computer science and its impact, and the goals, objectives, and programs of the NC State Department of Computer Science.
- Ability and willingness to provide input, guidance, and support for the goals and objectives of the NC State Department of Computer Science.

**Board members will be expected to:**

- Attend annual on-campus board meetings in Raleigh, typically every October.
- Provide ongoing input and guidance to support the department in the accomplishment of its mission, vision, and goals.
- Lend personal advice and expertise to department leaders throughout the year.
- Serve as advocates for NCSU and the department in their communities of influence.
- Support the department’s financial needs by providing an annual tax-deductible contribution, and/or by helping identify and cultivate alumni & corporate prospects.

**Maintaining Active Membership Status** – Because board members are asked to commit to personally attending and actively participating in annual board meetings and activities, the following guidelines will be observed when addressing “inactive” members:

- **If a member fails to personally attend an annual meeting,** a member of the Membership Committee will contact him or her to determine if this was simply unavoidable, and to verify the member's continued desire to serve. If the absence was unavoidable and the member wishes to remain on the board, no further action is taken.
- **If the member fails to personally attend two consecutive annual meetings,** and is not actively involved in any subcommittee activity, then the assumption is that member has no desire to remain involved and considered a voluntary termination of board membership. A letter from the Membership Committee will be sent to the individual notifying them of the determination. If the member has missed two consecutive annual meetings, but has been actively involved and engaged in the board’s work through subcommittee activity, then a member of the Membership Committee will call them to determine their desire to continue serving.
Proposed Objectives for Strategic Advisory Board, 2003-2006

- Expand the Board to a full membership of 25 maximum (15 minimum).
- Establish a formal leadership structure, defining roles, terms, and selection process. This will include a Chair and Vice-Chair.
- Provide input and guidance in support department’s fundraising goal, as a component of NCSU’s Comprehensive Campaign, with a focus toward significantly growing the department’s endowment funds.
- Facilitate expansion of partnerships with corporations and foundations through the ePartners Program, and related partnering opportunities.
- Establish advocacy relationship with the NC State Board of Trustees, NC State University administration, General Assembly, Board of Governors (UNC System), NCEITA, and other influential groups and international organizations as appropriate.
- Serve as executive presenters or participants in the department’s Leadership in Technology course and other Leadership Forums, and establish a mentoring network for talented and aspiring student leaders.
- Help build and sustain a greater sense of brand recognition for the NCSU Department of Computer Science both internally and externally.