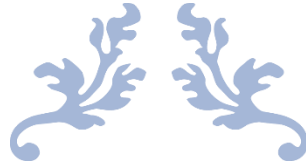


DRAFT



DCET INDUSTRY ADVISORY BOARD

Charter



OCTOBER 1, 2024

DCET Industry Advisory Board

Picture

**Member Names and
Company Affiliation**

DCET Industry Advisory Board (IAB) Charter

1.0 Purpose

The DCET Industry Advisory Board (IAB) serves as a strategic advisory body to the DCET. Its primary role is to provide guidance, industry insights, and expertise to help the department evolve into a premier institution for chemical engineering education and research in India. The board ensures that the department aligns with industry trends, fosters innovation, strengthens academia-industry collaboration, and enhances the employability of graduates. The board also assists the Dept. directly or indirectly in securing R & D projects from industries including their own. **The aim of the board is to assist the Dept. in securing projects which would bring 1/3 of the Dept. annual operating budget through Industrial projects.**

2.0 Objectives

- Provide recommendations on curriculum development to meet evolving industry demands.
- Assist in identifying and fostering key areas of research and innovation.
- Promote and support industry collaborations, internships, and research partnerships.
- Aid in securing resources and opportunities for the department to expand its capabilities.
- Serve as advocates for the department in the wider professional and academic communities.
- Update faculty about technical, business and professional needs of industry and government
- Improve research by presenting current and future industry trends
- Advise the department of the latest professional skills expected of graduates
- Listen to direct feedback from students about curriculum and university operating procedures to best inform and guide department leaders
- Assist in recruitment of outstanding undergraduate and graduate students
- Contribute to networking, training and employment opportunities for students and recent graduates
- Help obtain necessary resources, both financial and intellectual, to meet department needs
- Provide corporate checks and balances for the department's management of operations
- Review the department's strategy plan and provide input as needed on an annual basis

3.0 Membership Composition

- IAB shall comprise a diverse group of members, including industry leaders, academic experts, alumni, and professionals from organizations involved in chemical engineering.
- The board will aim for a balanced representation of professionals from various sectors, including but not limited to process engineering, energy, pharmaceuticals, biotechnology, materials science, environmental engineering, etc.
- *Consideration should also be given to include alumni in high political, Government, and/or highly influential administrative positions such as IAS officers as board members*

A. Number of Members

- The IAB shall consist of a minimum of 8 and a maximum of 15 members. Additional members may be appointed with the approval of the Chairperson and the Department Head.

B. Eligibility

- Membership is open to individuals who hold leadership positions in industries relevant to chemical engineering or allied fields who have made significant academic or professional contributions to the field.
- Alumni at Senior positions in various Industries are encouraged to participate.
- The Chairperson of the Dept. shall nominate Industry leaders as Board members

4.0 Chairperson

A. Selection of the Chairperson

- The Chairperson of the IAB shall be the Chairperson of the Department.

B. Role of the Chairperson

- The Chairperson shall lead and facilitate all IAB meetings and ensure the board operates effectively and in alignment with its objectives.
- The Chairperson will serve as a liaison between the board and the Department, representing the collective voice of the IAB.
- The Chairperson of the Board is responsible for ensuring that the board's recommendations are communicated clearly and acted upon where appropriate.

5.0 Role of Members

A. Expectations and Responsibilities

- Provide strategic guidance and expert opinions to help the department enhance its academic programs and research capabilities.
- Attend and actively participate in IAB meetings, to be held once in each quarter
- Serve as mentors to faculty, students, and researchers to foster industry-academia collaborations.
- Assist in identifying potential industry projects, internship opportunities, and research collaborations.
- Support the department in fundraising and resource mobilization efforts.
- Promote the department's vision and initiatives in their respective industries and professional networks.

B. Engagement

Members are expected to maintain a high level of engagement by attending meetings, contributing to discussions, and participating in subcommittees or task forces as necessary.

6.0. Decision-Making Criteria

A. Consensus-Based Decisions

- The IAB will operate on a consensus-driven decision-making process. Members would be encouraged to share diverse perspectives and reach agreements collectively on recommendations.
- If a consensus cannot be reached, a majority vote of present members will be used to finalize decisions

B. Advisory Nature of Decisions

- The decisions and recommendations of the IAB are advisory in nature and non-binding. The DECT, through its leadership, retains the final authority on implementing suggestions.

7.0 Nomination and Appointment Procedure

A. Nomination Process

- Members of the board may suggest names of individuals for IAB membership.
- The Department Head, in consultation with the IAB may also identify and nominate candidates for membership.

- Nominations shall be evaluated based on the candidate's professional qualifications, leadership in the field, and commitment to advancing chemical engineering education at the Department

B. Appointment

- New members are appointed by the Department Head after consultation with the IAB
- Formal invitations for membership will be issued by Dept. Chairperson to selected individuals, outlining their role and responsibilities on the board.

8. Term of Members

A. Term Length

- Members will serve a two-year term. Terms are renewable for a second consecutive two-year period based on mutual agreement and continued engagement.
- After two consecutive terms, members are required to step down for at least one term before becoming eligible for reappointment.
- The intent is to bring in new Industry leaders to assist the Dept.

B. Resignation and Replacement

- Members may resign by submitting a written notice to the Chairperson. In case of early resignation, the board may appoint a new member to serve out the remainder of the term.
- If a member fails to attend two consecutive meetings without adequate reason, the Dept. Chairperson may review their membership for replacement by the IAB

9. Meetings and Frequency

A. Meeting Schedule

- The IAB shall meet once in each quarter. Additional meetings may be called as needed.
- Meetings can be held in person or virtually to accommodate members' schedules.
- The last quarterly meeting each year should be coordinated with the DCET's annual Alumni meeting

B. Quorum

- A quorum for meetings shall consist of a simple majority of members. If a quorum is not present, decisions made during the meeting shall be subject to electronic approval by absent members.

10. Amendment to the Charter

This charter may be amended by a two-thirds majority vote of the IAB members, provided that the proposed amendment has been submitted to all members at least 30 days prior to the vote.

11. Adoption

This charter is adopted on _____ [Date], and becomes effective immediately upon approval by the IAB and DCET.

Signatures:

Chairperson: _____
Date

Department Head: _____
Date:

Witnesses: 1 _____

2 _____