Notes:
The first Student Advisory Board was formed under Dean Emory Rarig
The Advisory Board first met on Wednesday, February 17, 1993
Approved by CoB Council of Chairs, August 3, 1993
Amended and Approved by CoB Council of Chairs, July 26, 1994
Restructured under Continuous Improvement Model Fall 1997
Amended and Approved by CoB Council of Chairs, September 18, 2003

Membership:
The board is composed of the presidents of the CoB student organizations and one graduate student from each of the CoB graduate programs who will regularly meet with the Dean and the Assistant Dean of the college. A subcommittee of the CoB Advisory Board will assist this group.

Terms:
The term of membership is equal to the term of the presidency of each constituent student organization. The graduate students will be appointed by the Dean and will serve for one year.

Meetings:
Meetings will be scheduled once a month by the Dean during the Fall and Spring terms. The Dean may also convene special meetings when necessary. Student members and advisors will receive agendas and minutes which are to be communicated to the student members of these organizations.

Scope and Nature of Functions:
The board is an advisory body which assists the Dean. Specific functions include, but are not limited to the following:
1. Acting as a communication link between the Dean's office and CoB students;
2. Assisting in the identification of students willing to serve on the standing committees of the CoB;
3. Providing input/evaluation on existing or needed CoB policies;
4. Providing assistance to the Dean on special projects or requests;
5. Alerting the Dean of problem areas perceived by the students.

The committee is an advisory body which recommends to the Dean and the Council of Chairs efforts that enhance the CoB’s ability to attract and retain qualified students, including suggesting educational program design, practices for enrollment forecasting and student recruitment.

Their primary activity will be the gathering of information on retention, achievement, placement, and
recruiting.

The board can be the source of proposals as well as a review board for proposals developed elsewhere in the college.

Board meetings serve to enhance communication among members and provide a forum for discussion of academic programs and policies.

**Responsibilities, Relationships, and Accountability:**

The board is responsible for keeping the Dean informed about student issues and for giving prompt and careful consideration to all matters referred to the body. Members are responsible for participating in all board deliberations and incorporating the input from their respective constituents.