

**GUIDELINES FOR THE
ALUMNI ADVISORY BOARD
QUALITY AND MANUFACTURING MANAGEMENT PROGRAM
THE PENNSYLVANIA STATE UNIVERSITY**

PURPOSE: The Alumni Advisory Board (AAB) is a select group of representatives that graduated from the Quality and Manufacturing Management (QMM) program and currently works in industry. The group provides input on academic issues, current trends and future directions in the manufacturing enterprise. AAB is a forum where ideas are exchanged and recommendations made. AAB provides direct linkage and communication between the program and the manufacturing industry from the perspective of a QMM graduate.

FUNCTION:

The Alumni Advisory Board is expected to:

1. Act as an advisory group to QMM, as well as to the colleges, on specific academic and resource issues.
2. Act as an advisory group to the QMM students and provide mentorship as needed.
3. Identify actions the program and the colleges should take to meet special inter-college or program needs.
4. Provide recommendations on initiatives that the program should undertake to continuously improve and to meet the needs of manufacturing enterprises.

ORGANIZATION:

The QMM program will have an Alumni Advisory Board consisting of a maximum of fifteen individuals from industry. The AAB shall have a chair and co-chair elected from the board. The term of office for chairpersons and co-chairpersons is 3 years. The first term will be effective starting October 2006.

MEMBERSHIP:

The AAB members are previous graduates of the QMM program and currently work in industry. The AAB will be comprised of a balance between graduation years,

gender, industry, and nationality. A member must commit to 3 years of active participation and can be renewed for another term.

Each AAB member is expected to:

1. Attend semi-annual meetings, which are held in the fall and spring semesters. AAB members are selected for their performance in the QMM Program, related experience, as well as their corporation's products and manufacturing activities.
2. Communicate effects of the QMM Program on your personal career. What worked and didn't work for you.
3. Contribute to the identification of important issues and assist in the formulation of recommendations to help the program and the colleges in continuous improvement.

MEETINGS:

It is expected that AAB members will have an opportunity to meet with QMM students as well as faculty to hold discussions concerning any issues that may be relevant to the program's progress and to identify significant opportunities and/or barriers to the program's progress. As a result of these meetings and other discussions held with the program leadership, a report will be prepared for the program co-directors and chair of the IAB.

Periodically throughout the year, the program will communicate with AAB members concerning program developments and activities.

AAB BENEFITS:

The benefits of AAB membership will likely vary from person to person. These benefits include:

1. The AAB member has an opportunity to influence the philosophy and direction of an innovative program on manufacturing management education. While the faculty has some ideas of its own, it wants the program to remain responsive to the needs of industry in the 21st Century. The AAB member can help the faculty do that!
2. Through networking with other AAB and IAB representatives, the AAB member has an opportunity to benchmark and exchange ideas with counterparts in other organizations.

3. Industry benefits from the success of customer driven professional programs such as QMM in that their success and support from industry serves to convince the academic community that these programs are viable and fill a real need.
4. The AAB member will continue a strong relationship with a cutting-edge program in manufacturing at a leading research university.

The bottom line is, the QMM program will become an important part of the knowledge supply chain to manufacturing companies.