

## **SDSM&T Geology/Geological Engineering Advisory Board Member Expectations**

The SDSM&T GGE Advisory Board (GGE AB) includes individuals interested in the welfare of the University and the Department. Members represent a key "resource" pool to advise and assist the GGE faculty and students through a variety of ways.

The purpose and basic duties of the GGE AB and its members are defined in the GGE AB Charter (Attachment 1). This expectations document is intended as a supplement to the Charter and in no way replaces or otherwise modifies what is presented in the Charter.

We value the input of GGE AB members who are Federal Employees and act as agency liaisons. We understand that the role of a Federal employee is as a 'technical advisor' and not 'entity ambassador', and may not be involved in the promotion or endorsement of a non-federal entity. We expect that Federal employees will work with their supervisors and ethics advisors to define the scope of their activities on the GGE AB. We also understand that as technical advisors, they cannot be held to the same set of expectations as members who are not Federal employees.

### **Additional Board expectations:**

The Board has the responsibility to

- be acquainted with the needs of the Department and to act as an advocate for GGE in order to advance its mission and objectives,
- review the Board Charter and other existing policy documents yearly in order to be familiar with the Board's purpose and responsibilities,
- share responsibilities through a committee/task force/project system
- comprehensively assess the board and committees' performance, at least every 3 – 4 years.

### **Additional member expectations:**

Board members have the responsibility to:

- develop a thorough knowledge of the Department's mission, strategic priorities, challenges, and opportunities.
- articulate and support the Department's mission and purpose.
- support the Department financially through personal giving of an annual gift in the amount of \$500 or more to any of the Department's identified needs, such as scholarships, equipment, etc.
- prepare for and participate conscientiously in board and committee meetings. Personal attendance to at least 1 out of every 3 meetings is expected.

### **Purpose and Duties of the GGE AB:**

The purpose of the GGE AB is to serve the Department in advisory and assistance capacities, particularly in the following areas:

- Feedback, advice and guidance to the Administration, Foundation, Department Head, and Department Faculty with respect to:
  - Department and Program strategic goals and objectives;
  - Direction, composition and quality of Program components;
  - Assurance that curriculum development and Program modifications meet industry, government service and university needs;
  - Assessment of Program performance (efficiency and effectiveness) in graduating geoscience and engineering professionals with the skill sets and knowledge needed for successful careers in industry, government service or academia;
- Assistance and advice to the Administration, Foundation, Department Head and Faculty regarding efforts to acquire funds for recruiting, scholarships, facility and Program improvements, student professional enrichment, and Department research;
- Enhancing the visibility of and promoting the quality of the Department's Programs and SD Mines as an institution within industry circles
- Development of Departmental partnerships with industries and Federal, State, local and Tribal agencies;
- Development and support of student recruiting and retention activities; and,
- Advice, contacts and mentoring opportunities for student internships, co-op arrangements, summer jobs, and permanent employment for graduates.

During "extraordinary times," Department, Administration and/or Foundation may call upon the AB to assist them in other important tasks. During these times, Department, Administration and/or Foundation may ask the AB to consider assignments beyond the above-stated duties and time commitments.

The AB members serve as a community service and without liability for the advice and opinions expressed in pursuit of fulfilling the above duties. The Department Head and Faculty are responsible for considering, rejecting, accepting and/or implementing any statement, opinion, idea or direction suggested by AB members