

**Mission Statement, Goals and Operations of the Professional Advisory Board**  
**for the Department of Business Administration,**  
**Eastern Connecticut State University**

**Mission Statement**

The Professional Advisory Board strives to improve relationships and communications between the Department of Business Administration and its stakeholders and assists the Department in identifying and establishing internships and career opportunities for its Business, Accounting and Business Information Systems students. The Professional Advisory Board for the Department of Business Administration at Eastern works to improve the quality of graduates in order that they are sought by employers and that they are prepared to lead productive and exemplary lives.

**Goals of the Advisory Board**

1. Provide real world perspectives on the needs of industry for graduates in Business, Accounting and Business Information Systems (BIS).
2. Provide a non-binding but informed guidance on curriculum issues.
3. Foster communication between the university and various organizations in the CT economy.
4. Provide advice on internships or job opportunities for graduates.
5. Assist in developing high quality graduates.
6. Facilitate networking of students and faculty with industry, government and non-profits.
7. Assist the department in fundraising activities or donations that can assist the teaching process.
8. Facilitate sharing between industry and professors of best practices in industry or in academia.

**Suggested mode of operation of the board**

The Board is to meet maximum once a semester and minimum once a year on a Monday at 5.45 pm at the University as the need arises and at the invitation of the Chairman of the department or a convener from the department. Members of the board are nominated by faculty, other board members or by outside of the University stakeholders.

Separate working groups based on the areas of expertise of the board members may meet at most once a semester but on the same day as the meeting of the full board if such a meeting takes place. Hence the maximum number of meetings which a board member is expected to attend during a year is two. The Board elects for a period of two years a Chairman and an executive committee of three-four members representing Business, Accounting and BIS. The executive committee may have virtual meetings to discuss organizational issues as the need arises. The faculty, board members and students are encouraged to provide any suggestions for the work of the Board to the Faculty convener of the Advisory Board, Dr Don Petkov at [petkovd@easternct.edu](mailto:petkovd@easternct.edu)

N.B. The above ideas are based partly on a paper: Janicki, Thomas. (2006). A guide for establishing an advisory board, ISEJ, 4(10). Available at: <http://isedj.org/4/10>