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To: MIE IAB Member

From: Sundar Krishnamurty and Cher Nicholas

Re: Information for next board meeting on May 5, 2005

Dear MIE IAB members,

The next meeting of the board will take place on May 5, 2005. This will be a busy day with the MIE IAB meeting in the morning followed by a joint meeting with the Dean's Advisory Committee (DAC) and the advisory boards of all departments in the College.

Since we will only have the morning to conduct the MIE IAB business we are sending information for you to review and comment on before the meeting. There will be several decisions to be made at this meeting. We are suggesting that comments and feedback take place over the next several weeks to facilitate and expedite the voting procedure at the next meeting.

Item #1. Review and approve new MIE IAB mission statement.

The new proposed mission statement is as follows:

The mission of the Department of Mechanical & Industrial Engineering is to:

- (a) provide quality undergraduate, graduate, and professional education which prepares students for successful careers and leadership positions in industry, government, and academia;
- (b) develop and maintain a nationally and internationally recognized research program in selected focus areas within mechanical and industrial engineering that complements the educational mission and addresses the evolving needs of industry and society; and
- (c) provide outreach and service to the engineering profession and to the Commonwealth of Massachusetts.

The current mission statement is on the MIE IAB College of Engineering web page.

Item #2. Discuss proposed subcommittees of the MIE IAB. These subcommittees are aligned with the future goals of the MIE department. Discuss and define goals and objectives for subcommittees. Elect members to each subcommittee.

The proposed subcommittees are as follows:

- 1. Curriculum Enhancement Subcommittee**
 - a. This subcommittee will provide input to the faculty on the department's new initiatives such as the Bio-engineering program. Develop an interactive method to participate in the curriculum enhancements with the faculty.

- 2. Outreach Subcommittee**
 - a. This subcommittee will define a structure and a working plan to engage businesses, organizations and past alumni to support the department and the college of engineering with graduate fellowship contributions, individual projects, and outreach alumni events. Develop a marketing strategy for this outreach program. [The department recommends the current Texas Instrument design sponsorship program as a working model. Currently this company contributes a cash contribution each semester for design projects and also is a major sponsor of the Super Mileage Vehicle Design Contest]

- 3. Capital Campaign and Alumni Get-togethers Subcommittee**
 - a. Work with the campus-wide capital campaign program as representatives of the Mechanical and Industrial Engineering department.
 - b. Work with the department in hosting the alumni events.