

Industry Advisory Board

Terms of Reference

The School of Civil Engineering Industry Advisory Board (IAB) is charged with providing advice, feedback, recommendations and industry views on a broad range of School activities including strategy, business and research opportunities, curriculum and current practice.

Role of the Industry Advisory Board

The role of the IAB is to -

- (a) Provide advice to the School on its strategies and direction in relation to industry engagement, collaborative research and commercial opportunities, and workforce requirements.
- (b) Review and provide feedback on curriculum including its relevance to industry and society, and identify opportunities for industry engagement with coursework teaching.
- (c) Provide feedback on the quality of the students and graduates from the School.
- (d) Participate in the School's outreach and engagement activities including those aimed at Industry, Alumni and Philanthropy.
- (e) Advise on industry professional development needs and opportunities for which the School may develop and offer professional development (CPD) courses.
- (f) Be a forum for discussion of industry and workplace trends in the discipline.

Members of the IAB shall:

- (a) Maintain confidentiality on all matters that require it;
- (b) Maintain objectivity, impartiality, and professionalism; and,
- (c) Uphold the School Values within and outside of the IAB.

Composition and Term of Appointments

External Membership

The Head of School (HoS) will identify and invite industry representatives with which the School interacts and/or has a substantial relationship to become a member of the IAB. Members will represent their discipline rather than their employer. The term of the appointment will normally be three (3) years with members able to be re-appointed or extended.

The external composition of the IAB will normally include one industry representative from each of the major disciplines within civil engineering. Industry members may choose to nominate an alternate to attend meetings in their place. Major discipline areas will be determined by the HoS.

External members will generally be mid-career (5+ years post-graduation) with supervision experience. The IAB will ensure gender balance with at least 25% of appointed industry representatives being female.

The Chair of the IAB will be elected from one of the industry members by the IAB and will be appointed for two (2) years [re-appointable].

Internal Membership

The Head of School, School Manager, Director of Engagement, and the President of the Civil Engineering Student Association (CESA) will be *ex officio* positions on the IAB.

Other members of the School may be invited based on the Agenda for each meeting.



Cat.	Membership Type
A	Industry representative from the field of Environmental Engineering
B	Industry representative from the field of Structural Engineering
C	Industry representative from the field of Transport Engineering
D	Industry representative from the field of Geotechnical Engineering
E	Industry representative from the field of Fire Engineering
F	Industry representative from the field of Construction Engineering
G	Industry representative from the field of Water Resource Engineering
H	Industry representative from Engineers Australia
I	Head of School (<i>ex-officio</i>)
J	School Manager (<i>ex-officio</i>)
K	Director of Engagement (<i>ex-officio</i>)
L	President of Civil Engineering Student Association [CESA] (<i>ex-officio</i>)

Administrative Arrangements

The Executive Assistant to the Head of School will provide executive support to this committee.

Frequency of Meetings

The IAB will meet four (4) times a year or as required.

Quorum

At least four (4) industry members and two School representatives.

Last Reviewed: January 2020

Next Review: January 2021