



## **Guidelines for FEF Industrial Advisory Committees**

### Purpose of Committee:

To provide direction, focus, and necessary resources to assist the FEF Key Professor and the University with their affiliation with the Foundry Educational Foundation.

### Make-up of Committee:

Local Foundry men and women. Consideration should be given to balance the committee between Foundries and Suppliers. These people should be high level if possible, to give the administration a sense of the importance of this committee. The size of the committee should be between ten and fifteen people. They do not have to be on FEF's Board to participate. Former FEF students serving on the committee is ideal, and companies should be active contributors to FEF. Committee members should be active in their local AFS or similar chapter meetings.

### Duties of the Committee: (Suggested, but not limited to)

- Provide encouragement and industry support to the Key Professor.
- Make sure there is a smooth transition when a Key Professor leaves or retires. The Department should have a plan of action for a Foundry Professor replacement.
- Be a conduit for supplies, speakers, and plant tours.
- Assist the University's Cast Metals program in securing new and/or rebuilt laboratory equipment to enhance the program's capabilities.
- Provide jobs for students, including summer, co-op, and permanent employment opportunities.
- Provide curriculum guidance to the school on what is needed in our industry once a student graduates. This would include direction and focus on existing cast metal courses as well as development of additional cast metals curriculum.
- Make sure FEF scholarships receive recognition when they are presented to students, AFS Chapter meetings, school assemblies, etc.
- Provide representation to the FEF Accreditation visit held once every three-six years.
- Suggest and provide alternative funding for special projects when FEF funds are not enough to cover discretionary, CIC travel, etc.

### Other Suggestions:

- Assist the Key Professor with the importance of providing timely information to FEF such as Student Placement.
- Keep upper level administration aware of the importance of Metal Casting.
- Keep administrators informed on the benefits of being an FEF school.
- Invite Department Heads, Deans, other Professors to local Chapter meetings, College Industry Conference, by offering to pay their registration fee, etc.
- Encourage Professors that scholarship students should support FEF after graduation. The monies students received should create an attitude of paying it back so other students that follow can enjoy the same support.
- Certain members of the Industrial Advisory Committee should also try to serve on higher level advisory committees at the University.