

ADVISORY COUNCIL SEMINAR AGENDA

TUESDAY, MARCH 3

- 7:45 a.m.–8:30 a.m. Registration and Breakfast
- 8:30 a.m.–10:00 a.m. **Introduction to Seminar and Participants**
Business Advisory Council (BAC) Objectives and Membership
- Objectives of a BAC
 - Selecting BAC Members
 - BAC Member Responsibilities
- 10:00 a.m.–10:15 a.m. Refreshment Break
- 10:15 a.m.–12:00 p.m. **Structural and Administrative Details**
- By-Laws/Charters
 - Member Terms and Fees
 - Committees/Task Forces
 - Meeting Formats, Times, and Locations
 - BAC Member Orientation
- 12:00 p.m.–1:00 p.m. Lunch
- Running Effective Meetings**
- How to Effectively Engage BAC Members in Meetings
 - Pre-Meeting “Homework” Assignments
 - Things to Avoid
 - Small Group Exercise: What Works & What Doesn’t at BAC Meetings
- 2:45 p.m.–3:00 p.m. Refreshment Break
- 3:00 p.m.–5:00 p.m. **Departmental BACs and Relationship Building with BAC Members**
- BACs for academic departments or centers
 - Keeping BAC Members Engaged Between Meetings
 - Partnerships with BAC Member Companies
 - Recognizing and Acknowledging BAC Members

WEDNESDAY, MARCH 4

- 7:45 a.m.–8:30 a.m. Breakfast
- 8:30 a.m.–10:15 a.m. **Making Your BAC a Strategic Asset**
- Deans Panel: “The Good, the Bad and the Ugly of BACs”
- 10:15 a.m.–10:30 a.m. Refreshment Break
- 10:30 a.m.–12:00 p.m. **Potential Solutions for BAC Challenges, Action Lists, and Wrap-Up**
- Revitalizing a Dysfunctional BAC
 - Potential Solutions for BAC Challenges Facing Participants
 - Seminar Recap
 - Participant Action Lists

PROGRAM CONCLUDES