

LOGO

Department of Food Science

FOOD SCIENCE LEADERSHIP BOARD CHARTER

Department of Food Science Mission Statement:

(Provide a mission for the department which is consistent with the department goals and is understood by the faculty)

Leadership Board Mission Statement:

(This mission statement should dovetail with that of the department and should be approved by the governing group of board members. It should be reviewed on some prearranged schedule to stay consistent with the mission of the department.)

Role of the Leadership Board:

The Leadership Board supports the Food Science Department and its Chair to maintain leadership (*where: state, country, world?*) by engaging in (X number) of key areas:

- *List out the specifics, such as:*
 - *Advice and perspective on areas of opportunity, emerging issues in food science, and program needs*
 - *Advocacy wherever it will be given – university, state, industry, etc.*
 - *Mention fund raising and what the purposes are (lead, enable strategic initiatives, retain faculty, support student activities, etc.)*
 - *Create and foster connections to alumni, members of the food industry, students, faculty, staff*

Responsibilities of the Leadership Board Members:

The primary responsibilities of Leadership Board members include but are not limited to:

*(Provide the **specific** responsibilities, including the amount of campus **attendance and board participation** expected of each member)*

Composition of the Leadership Board:

(Include the details of the composition with respect to size of board, factors like DEI guidelines, what constitutes a quorum for board meetings, how recommendations and appointments are

made, the term of the appoint and the term limits, and method to use for chair/vice chair and subcommittee appointments/elections.)

Leadership Board Membership:

(Specify where you will source membership, the role of the department chair and faculty on the board, types of membership, and any factors that could limit or constrain membership.)

Leadership Board Meetings and Operation:

(Detail how the board will meet, when they will meet, how meetings should be organized, how frequently meetings will occur, how reporting out of the meeting will be handled, where records will be kept, and any other matters that should be specific to how the leadership board should convene.)

Amendments to this Charter:

(specify how to modify the Charter)

Provide date for the ratification of the Charter