**Purposes and Functions of the Milgard Executive Council**

The purpose of the Milgard School of Business Executive Council (MEC) of the University of Washington Tacoma is to help the Milgard School of Business achieve its mission and goals by providing guidance, assistance, and support as a community builder, a resource, a center of influence, and an advocate.

As a community builder, the MEC helps the Milgard School of Business develop contacts throughout the region, to raise friends, as well as funds, for: program enhancements, scholarships, curriculum development, community outreach and other key priorities for which State funding is not available.

As a resource, the MEC generates ideas and provides counsel, advice and other support of the mission of the Milgard School of Business and University of Washington Tacoma.

As a center of influence, the MEC advocates on behalf of the Milgard School of Business and its priorities as established with the Dean.

The role of the MEC is solely advisory in nature.  That is, recommendations of the MEC are advisory to the Dean for consideration, implementation of MEC recommendations remain at the discretion of the Dean.  This is the apex advisory board for the school, all other speciality boards report to the MEC.

**Council Composition**

The MEC shall consist of not less than twenty-three (23) or more than thirty-nine (39) individuals (“at large members”) and the ex-officio members. Within these limits, the Governance Committee shall set the exact number of members from time to time.

**Meeting Frequency**

Three-four times a year for approximately one to two hours per meeting.

**Member Commitments**

* Attend meetings regularly.
* Contribute to program development and policy discussions and serve on a Task Force.
* Provide high level strategic advice to the Dean.
* Advocate for, and advance the interests of the Milgard School with the business community and general publics.
* Members are encouraged to make a personal contribution (suggested to be **at least** $2000 annually) to the Business Fund for Excellence (BFE).
* Members are also encouraged to arrange for a corporate contribution or event sponsorship (suggested to be **at least** $5000 to the Milgard School).

# Ad Hoc Task Forces

The Milgard School of Business is in a stage of rapid growth and development in all aspects of its operations and services. To respond to such rapid change, we use ad hoc task forces as appropriate. Initiatives for which we have recently used task forces are the Financial Literacy and Student Managed Investment Fund, Entrepreburship, the Milgard School Business Leadership Awards, and Supply Chain Management.

**Commitment of Milgard School to Executive Council Members**

* Run efficient, effective meetings.
* Take the advice seriously and follow-up on all suggestions.
* Maximize member involvement by providing members with information on a timely basis.
* Schedule meetings far in advance and send follow-up reminders.
* Provide honest, straightforward information on the Milgard School, proactively and on request.
* Use member involvement to improve the quality of the regional work force and create a better climate for doing business in the Puget Sound region.