

OCCUPATIONAL SAFETY & ENVIRONMENTAL HEALTH
EXTERNAL ADVISORY BOARD
[OSEH-EAB]

CONSTITUTION

The Millersville University (MU) OSEH External Advisory Board [the Board] of the Occupational Safety & Environmental Health Program [the Program] within the Department of Applied Engineering, Safety and Technology consists of a select group of safety, health and environmental professionals. The Board members have shown leadership and professional success in their careers, and are fully dedicated to assisting the University develop and maintain highly competitive educational programs in occupational safety and environmental health.

The Board is the primary source of external guidance for the Program and provides counsel for its continuous improvement process initiatives. Members provide leadership, program assessment, and guidance through their active engagement in the ongoing refinement of the MU OSEH curriculum. The Board may develop assessment tools to enhance the Program's ability to achieve its goals, and help promote the Program to the profession at large and to the general public. The Board serves as a resource to the Program's ongoing curriculum assessment and enhancement initiatives; assists in the verification that student outcomes goals are achieved; and that the Program's goals are aligned with the ABET¹ Criteria for Environmental, Health & Safety Programs.

Members of the Board serve at the pleasure of the Program and are appointed for a [three] year term. Following a [three] year term, members can be reappointed to a new 3 year term at the discretion of the MU OSEH Program Coordinator. A maximum of fifteen (15) members will serve on the Board at any given time. The Board will have a non-voting MU OSEH staff member as its Ex Officio Secretary. The Board will identify and invite, on a three year term, a recent MU OSEH student graduate to participate in its Board meetings as part of its Continuous Improvement Process initiative. The recent MU OSEH student can be reappointed to a new 3 year term at the discretion of the MU OSEH Program Coordinator. Board membership shall include and reflect a variety of expertise from professional disciplines² within the occupational safety and environmental health profession. The Board's membership shall be representative of a diverse and inclusive workforce. The Board will also include two non-voting MU student representatives selected by the Program Coordinator.

Members can be replaced within a term, following notification to the member for one or more of the following reasons:

1. Failure to attend three consecutive scheduled or called Board meetings;
2. Action of a member that places unfavorable publicity on Millersville University, or the Department of Applied Engineering, Safety and Technology; or
3. Upon written resignation by the Board member.

¹ Accreditation Board for Engineering and Technology

² OSEH professional disciplines such as: Academics in Occupational Safety, Health & Environmental related fields, OSEH Consulting, Construction Safety, Ergonomics, Government, Industrial Hygiene, OSEH Law, Loss Control, and Risk Management.

The Board shall choose a Chair and a Vice Chair from among its membership. If for any reason the Chair is unable, the Vice Chair will assume that responsibility for the Chair. The Chair shall be responsible for conducting the meetings and coordinating meeting content with the OSEH Program Coordinator.

The Board Chair and Vice Chair serve a (three)year terms. Election of a new Chair/Vice Chair or reelection of an existing Chair/Vice Chair will be conducted at the end of the (three) year term during the annual Fall Board meeting. If the Board Chair or Vice Chair resigns or is replaced during his/her (three) year term, Board members will elect a replacement(s). Board meetings will be held at least twice a year at any site where the University conducts activities or has offices, with additional teleconferences as necessary.