

TERMS OF REFERENCE SCHOOL INDUSTRY ADVISORY PANEL

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1. DEFINITION & PURPOSE

The School Industry Advisory Panel provides a strategic role in linking the Faculty of the School of British University Vietnam (BUV) to the corporate world and government agencies. It exists to ensure that teaching is grounded in the real world and that our graduates meet the needs of the labour market in the Vietnamese, ASEAN and global context.

The Advisory Panel will offer guidance on Faculty research and will help to establish priorities that are relevant to policy and practice, providing links for collaboration in research of interest to the key stakeholders and establishing partnerships in pursuit of research/training funding.

The Advisory Panel will facilitate further engagement with enterprise and government through visiting positions of practitioners and policy-makers for research and teaching, and through periods of attachment for faculty and students in companies and government departments. Meetings of the Board will be chaired by the Head of School and managed by the Careers and Industrial Relations team of Student Experience Department.

2. TERMS OF REFERENCE

To expand and engage with a network of enterprises and agencies in Hanoi and Vietnam.

To advise on existing and new courses, to ensure that taught programmes remain relevant to the changing needs of the labour market.

To identify research and training priorities within the sector for the economies of Vietnam and a wider ASEAN agenda.

To foster collaboration with public and private sector organisations, establishing and maintaining:

- internships and graduate placement;
- research partnerships including doctoral scholarships;
- dedicated specialist centres for research and teaching in areas such as entrepreneurship;
- endowed Chairs;

- international Visiting Professors;
- adjunct Professors from industry and government.

3. MEMBERSHIP

The Industry Advisory Board membership shall comprise the Chief Academic Officer, Head of School (Chair of the Panel), and representatives from the corporate world and government agencies (usually 6), as well as Programme Leaders and members of the Careers and Corporate team. The aim is to involve representatives from multi-national corporations as well as local companies, and to ensure the representation of primary, secondary and tertiary sectors.

At least one representative should be a BUV alumnus and engagement with the alumni network will be assured, one current level 6 student from the School will be appointed to join the panel (1 year duration). All other members will be appointed to the panel for a period of three years. Where this is mutually agreed, members may be appointed for a second term, and even beyond, but commitment in the first instance is only sought for three years and the intention is to renew at least half of the panel every three years.

4. PANEL MEETINGS

Two full panel meetings will be held each year and members representing business and government are expected to attend at least one of these. Every effort will be made to schedule dates well in advance and in consultation with members to facilitate maximum attendance. (members from the University are required to attend all meetings).

Other members of the University, including DCAO/Dean as well and chairs of other committees, may be invited to meetings according to the agenda.

Additional ad hoc meetings may be held with individual members to pursue specific ventures and collaborations, including developing new programmes and research initiatives. The timing and location of such meetings will be mutually agreed.

5. LIMITATIONS

The Industry Advisory Panel has no explicit or implied role in governance or performance monitoring and will not be involved in detailed operational or managerial aspects of the work of BUV or the School.

Panel members are not remunerated and it is expected that the costs of attending meetings will normally be covered by participants' organizations, although travel and subsistence costs may be refunded at the discretion of the CAO where reimbursement is not made by the participant's employer.