



**WILLIAM
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UNIVERSITY**

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**WILLIAM PATERSON UNIVERSITY
THE COTSAKOS COLLEGE OF BUSINESS
ADVISORY AND ADVANCEMENT BOARD (AAB)**

Nominating Committee Procedures:

Updated February 2017

We are now recruiting new AAB members and we encourage the nominations of business professionals who will be interested in actively working to grow and develop the CCOB in line with the “Vision Statement” of the Dean of the College. We are seeking accomplished senior level, and rising mid-level executives from companies in the NJ/NY metro area. We are particularly interested in attracting nominees from diverse ethnicities and WP Cotsakos College of Business alums.

To help draw the industry representation of the AAB from the leading industries in the NY/NJ metro area we plan to draw the majority of new AAB members from companies with solid financial results in the following **Top 5 industries: Life Sciences, Software/Info Technology, Chemicals/Materials Manufacturing, Telecom Services & Equipment & Financial Services.**

This approach will help coordinate our efforts with the University’s Institutional Advancement Office and serve to meet the goals of the *Vision Statement* for the college while helping to achieve longer term development goals of the University.

If you have specific a potential nominee in mind please contact the chair of the Nominating Committee, **Maureen DeCicco** [email mdecicco@withum.com](mailto:mdecicco@withum.com) (973)285-3850 to discuss. When an individual is nominated by you we will ask for the nominee’s bio, CV or LinkedIn Profile along with remarks as to the reasons for your nomination. At that point, Institutional Advancement will conduct a candidate review. Upon completion, the Advancement Liaison to the AAB will relay findings to the chair of the Nominating Committee. Once it is evident that the candidate nominee should be actively considered, his or her name and bio will be put forward to the entire nominating committee for prompt comment/feedback.

If the committee has questions about the candidate that cannot be resolved the chair will go back to the person who put the candidate forward to review and discuss. Once the candidate is approved by the nominating committee the nominee will then be reviewed by the Dean. With the consent of the Dean the candidate will then be called by a member of the nominating committee to review more details about the Advisory Board including by-laws, our committee structure and ways in which the new advisory board member can become actively engaged in the work of the AAB.

Once the nominating committee members support moving forward, the nominee’s summary information will be circulated to all members of the AAB for comment and any necessary discussion. If and when the nomination is considered a "go" the Nominating Committee Chair will extend an invitation to join the AAB.

The Dean will be asked to send a letter to the new AAB member along with a copy of the *CCOB Vision Statement*, AAB “By-Laws” and any other relevant information about the college and William Paterson University. From start to finish the process of nomination, review and acceptance will require about 30 days.