



**Alumni Association Council Meeting Minutes  
October 5-7, 2006**

**Present:** Jim Bowhay '81, Barry Huff '73, Mike Ison '93, Jeff Kohlman '66, Dean Lerner '74, Judy Mahle Lutter '61, Avram Machtiger '74, Karmi Mattson '97, Ellen McDonald '81, Orlan Mitchell '55, Marilyn Musser '74, Sarah Purcell '92, P. Carter Newton '77, Dorothy Smardack Palmer '62, Kino Ruth '79, Samir Sashikant '00, Kartik Sheth '93, M. Leslie Stearns '87, Jack Swenson '61, Gretchen Osterhoff Thomson '62, Lisa van Sand '85

**Absent:** Betty Dandridge-Johnson '79, Rob Killion '90, Sam Perlman '90, Paul Risser '61, Lee Weisel '62

**Staff:** Kaitlynn Lewis, Kate Worster Foster '87, Bonnie Primley, Severin Roberts, Dan McCue

Friday, October 6, 2006 1:35 p.m. – Joe Rosenfield '29 Center-Room 101

- I. **Welcome** by president Mike Ison
  - A. Introduction of new members.
  - B. Asked members to email him an evaluation of the weekend activities.
  - C. Presented an overview of Executive Committee retreat in July.
  - D. Trustee report – Trustees will be meeting Friday so nothing to report at this time.
  
- II. **Student Research presentation** Elizabeth Timmer associate professor of chemistry provided background of her study of enzymes and her goals for students doing MAP projects in conjunction with her study. Student speaker, Andriana Nikolova '07 presented her research and MAP continuing the study under the auspices of professor Timmer. Following her presentation she entertained questions from the Council.
  
- III. **Reports**
  - Alumni Relations Committee:** Jeff Kohlman, chair
    - A. The committee set goals for this fiscal year. They will focus peer to peer contact taking into account overall goals of the office.
    - B. Their ultimate goal is to develop an affinity for the college as it is today.
    - C. Two immediate goals:
      1. Letter writing/personal handwritten letters to volunteers throughout this year.

2. Participate in alumni gatherings such as volunteer fairs, regional events, etc.

**Office of Alumni Relations:** Kaitlynn Lewis, Director of Alumni & Community Relations.

- A. Introduced office staff and presented an overview of the changes in staffing since the last meeting.
- B. The office held 53 regional/campus events with a total of approximately 1,651 attendees. Family weekend boasted 583 attendees, an all time high. Reunion attendance averages 757, this year attendance was over 1,500.
- C. Presented future goals and actions to be taken by the office.
- D. Themes for this weekend: Engagement in the college and how we can bring the mission of the College to alumni.
- E. The office is moving to the class committee format of volunteers. It is felt that this format will help meet future office goals of engagement.

**Communication Committee:** Jack Swenson, reporting in the absence of Sam Perlman, chair.

- A. Committee evaluated communications that go out to alumni and friends.
- B. The Committee asked the council to use their classletters to disseminate information to classmates by submitting information about themselves and Council.
- C. The Alumni Council website is being revamped. Alumni pages are slated for evaluation after the first of the year.
- D. Kate Worster Foster was asked to give update on the missing student.

**Pioneer Fund/Development Committee:** Severin Roberts, Director of Pioneer Fund and Judy Lutter, chair.

- A. Last year 84,000 pieces of mail were sent and 86,000 pieces of solicitation. This year twice the amount of mail and 3 times the amount of solicitation pieces were mailed.
- B. Phonathon has raised close to ½ M\$ thus far this year. It continues to have a great impact.
- C. The Pioneer Funded ended last year with 37% participation from 6,929 donors. So far this year have received \$2,500,000 in PF Restricted/ Unrestricted funds with 2.85% participation. The number of donors is higher this year than the last 5 years. There are more targeted mailings planned and are emphasizing leadership participation and gifts.
- D. The PF is also spending time making sure that donors are thanked more frequently.
- E. Lisa van Sand challenged the council to be the first leadership group to reach 100% participation.

**Networks Committee:** Kartik Sheth reporting in the absence of Rob Killion, chair.

- A. The Committee discussed the admission GRASP volunteer program and made several recommendations regarding information that could be posted on their website.
- B. Committee set an adhoc committee to examine how other colleges are dealing with admission volunteers. One goal is to draft a report on how to deal with turnover/change. They are also assisting in creating some GRASP policies.
- C. The Committee met with Doug Cutchins from CDO about their volunteers and offered any assistance they could.
- D. The Committee talked with Amy Graves regarding internships and externships. They are planning to set up sub committee to help work on making alumni more aware of internships and externships and how they can help.
- E. The Committee is planning on meeting with Valorie Larson who works to bring alumni and employees back to campus for presentations.

**Election/Membership Committee:** Marilyn Musser, chair.

- A. Functions of the Committee are: To recruit candidates for council leadership and to manage the election of the president-elect.
- B. Committee is composed of past president who chairs the Committee and one non-chair representative from each of the standing committees.
- C. She gave an overview of the selection process for Council leadership. All candidates for leadership positions must submit a letter of intent by January 31 and the election takes place at the spring meeting.
- D. She then went over the process for selecting Council members. Following the outlined process a slate of candidates is presented to the Council for election at the spring meeting.

**Alumni Awards Committee:** Leslie Stearns, chair.

- A. Described the award selection process and indicated that the committee would begin concentrated work after the first of the year. Alumni Award nominations are due Dec. 1.

**IV. Bylaw Changes:** Recommended changes to the bylaws were sent to council for reading earlier. Basic changes are in council structure and how people moved from one term to another. Mike Ison reviewed the suggested changes and asked for questions.

There was a friendly amendment to Section 5. It was suggested that the council vote to retain the standing committees every 2 years in even years.

Motion was made to amend the bylaws as read with consideration of the friendly amendment. 16 of 21 ayes, passed as amended.

**V. New Business - None**

Next scheduled meeting March 7-9, 2007.

Meeting adjourned 5:30 p.m.