



The University of Scranton Alumni Society Operating Principles

Alumni Society Origins, Purpose and Mission

In 1947, the University of Scranton established an Alumni Society for the purpose of promoting closer and more beneficial relationships between the University and its alumni. All undergraduate and graduate alumni and students entering their second year are members in the Alumni Society.

Through its Alumni Society, the University of Scranton intends to promote, among other things:

- Alumni engagement in the University's educational mission and ministry.
- Recruitment of future Scranton students.
- Professional development opportunities for its current students and all graduates.
- Philanthropic investment in the University.
- Public appreciation for the University of Scranton as a leading Jesuit, Catholic institution of higher education.

Responsibility for developing the opportunities and programs through which alumni might continue to support the University and the University might continue to serve its alumni rests primarily with the University and its designated University Advancement staff. Responsibility for representing the Alumni Society as such opportunities and programs are developed rests primarily with the Alumni Society's Board of Governors.

Alumni Society's Board of Governors: Purpose, Membership, and Responsibilities

Purpose: The Board of Governors serves the Alumni Society as its official spokesperson and representative. As such, the Board bears responsibilities to ensure that the interests of all alumni are well understood and communicated effectively to the University and designated University Advancement staff. In order to fulfill this responsibility, the Board maintains close working relations with the University's Board of Trustees, the

University's President, and the University's Vice President for University Advancement. The Board also maintains close working relationships with and bears special responsibility for alumni regional clubs and affinity organizations.

Membership: Membership on the Board of Governors is appointed. Appointments to the Board of Governors may be made by the President of the University and/or the Vice President for University Advancement upon the recommendations of the Board's Executive Committee (see below).

The number of Board members may vary from time to time based on the needs of the Alumni Society and the Board. However, it is expected that the Board will have no more than thirty (30) and no fewer than fifteen (15) members. Members serve for a three (3) year term and may stand for re-appointment for a total of two (2) consecutive terms.

The Board's role in financial decision-making is strategic and collaborative with the designated alumni-relations leadership and officials. Working with the Office of Alumni & Parent Engagement, the Board's Executive Committee annually sets strategic investment goals aligned with the mission/strategic objectives of the University. These strategic goals are shared with the full Board. Day-to-day management of funds is conducted by the University in accordance with financial and accounting best practices. Regional Clubs will be incentivized/receive support to advance programs, activities and initiatives that align with the stated mission/strategic objectives of the University.

Responsibilities: See Board Member Role Description

Board of Governors Standing Committees: Overview, Appointments & Terms

The Board's standing committees receive dedicated staffing support from the office of Vice President for University Advancement. Through this staffing support, standing committees are expected to provide advice, counsel, and other needed assistance in the University's efforts to build and strengthen a culture engagement and philanthropy, to develop and maintain alumni benefits and services, alumni regional clubs and affinity organizations, and professional development opportunities for students and alumni. Each member of the Board is expected to serve on at least one standing committee.

The Board's Executive Committee may, from time to time, create and maintain other committees needed to serve the interests of the Alumni Society and/or to further the responsibilities of the Board.

In order to fulfill its fiduciary-like responsibility in representing the interests of all alumni, the Board has created and maintains the following standing committees:

- Executive Committee
- Volunteer Development and Engagement Committee
- Alumni and Student Engagement Committee
- Development Committee
- Partnerships & Services Committee

Executive Committee: The Executive Committee provides volunteer leadership for the Board of Governors. The Committee ensures that Alumni Society activities supports the University’s mission and strategic priorities. The Executive Committee manages the process of identifying, recruiting, and recommending candidates for Board membership.

The Executive Committee is composed of the Society’s President, immediate Past-President, the President-Elect and designated committee chairs. The President of the Alumni Society serves as the Chairperson of the Board of Governors, and as the Alumni Society’s representative to the University’s Board of Trustees. The President also serves to facilitate the Board’s close working relationships with the University’s Administration and University Advancement staff.

Appointments & Terms:

- The President-Elect is appointed by the President in consultation with the Director of Alumni & Parent Engagement and serves a two year term followed by a two year term as President and a two year term as Past-President.
- Standing Committee Chairs are appointed by the President in consultation with the Director of Alumni & Parent Engagement. A committee chair may serve no more than two consecutive two year terms.

Volunteer Coordinator: Martina Martin (President, Alumni Society)
Staff Coordinators: Maryjane Rooney, Melissa Starace
Staff Support: Marge Gleason

Volunteer Engagement Committee: The Volunteer Development and Engagement Committee exists to recruit, educate, and celebrate alumni, parent and friend volunteers serving the University both on and off campus. The committee identifies and promotes existing on-campus and regional alumni/student engagement opportunities to the alumni community.

Volunteer Coordinators: Christy Meyers, Rich Breen

Staff Coordinator: Lynn Andres

Alumni and Student Engagement Committee: This committee, in collaboration with University Advancement staff, exists to align club, academic and program based affinity partnerships with University priorities.

Volunteer Coordinators: P.J. Tabit, Joanna Gallagher
Staff Coordinator: Maryjane Rooney, Alex Maier

Development Committee – The Development Committee will develop strategies to educate students and alumni about the impact of philanthropy and inspire students and alumni to invest in the University. The Committee will focus on building programs designed to celebrate generosity, promote philanthropy and increase alumni giving.

Volunteer Coordinators: David Blake, Bob Hickey
Staff Coordinator: Ashley Alt

Partnerships & Services Committee – Partners with the University on an as-needed basis to identify, review and recommend affinity partnerships which provide a value added service to alumni, while generating revenue to support Alumni Society activities. The Committee provides advice and expertise for marketing strategies and works with the Alumni Relations Staff to develop recommendations for the investment of affinity revenue in Alumni Society activities.

Volunteer Coordinator: Mike Short
Staff Coordinator: Maryjane Rooney

Approved September 27, 2014