



THE UNIVERSITY OF  
**SCRANTON**  
A JESUIT UNIVERSITY

## **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 are members in the Alumni Society. Students may participate in the Alumni Society as members of FANS (Future Alumni Network).

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

- Alumni engagement in the University's educational mission and ministry.
- The University as a preferred destination for undergraduate and graduate education.
- 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 Advisory Board.

### **Alumni Society Advisory Board: Purpose, Membership, and Responsibilities**

Purpose: The Advisory Board 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 is aligned to the University Advancement Division. The Board maintains close working

relationships with, and bears special responsibility for, alumni regional clubs and affinity organizations.

**Membership:** Membership on the Board is appointed following a nominations and vetting process. Appointments to the Board are made by the President of the University and/or the Vice President for University Advancement upon the recommendations of the Board's Executive Committee.

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 consecutive (2) terms.

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.

**Board Member Responsibilities:** See Advisory Board Volunteer Role Description

### **Advisory Board Standing Committees: Overview, Appointments & Terms**

The Board's standing committees receive dedicated staffing support from the office of 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 responsibility in representing the interests of all alumni, the Board has created and maintains the following standing committees:

- Executive Committee
- Alumni and Student Engagement Committee

- Development & Operations Committee
- Regional Engagement Committee

**Executive Committee:** The Executive Committee provides volunteer leadership for the Advisory Board. The Committee ensures that Alumni Society activities support the University’s mission and strategic priorities. The Executive Committee appoints members of the Nominating Committee to manage 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 Committee chairs. The President serves to facilitate the Board’s relationship with University Advancement staff. The Alumni Society President serves as an ex-officio member of the University’s Board of Trustees.

Appointments & Terms:

- The President-Elect is appointed by the Board President in consultation with the Associate Vice-President of Engagement & Operations. The President-Elect 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 Board President in consultation with the Associate Vice-President of Engagement & Operations. A committee chair may serve no more than two consecutive two-year terms.

**Alumni and Student Engagement Committee:** The Committee, in collaboration with University Advancement staff, exists provide alumni and student networking opportunities that further strengthen alumni and student’s relationship with their alma mater and each other.

**Development & Operations Committee:** The Development & Operations Committee assists in the development of programs designed to engage and celebrate alumni, promote philanthropy and increase alumni giving and affinity partner revenues.

**Regional Engagement Committee:** The Committee exists to engage, educate, and celebrate alumni and parent volunteers throughout key University regions. The committee helps develop and promotes alumni/student engagement opportunities throughout regions that align with the Advancement engagement focus areas including alumni/student engagement, mission & ministry and philanthropic support.

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