

Minutes of the UOIT Alumni Association Council (AAC) Meeting

December 6, 2017
7 to 9 p.m.

COUNCIL MEMBERS PRESENT

K. Gambier (Chair), A. Pineda (Vice-Chair), J. Seres, M. Riseley, W. Lee, S. Rashid, I. Gondal, S. Kell (teleconference), T. Bailey (teleconference).

REGRETS

C. Mazza

UOIT STAFF PRESENT

A. Broadworth, M. Picard (Recording Secretary)

1. Call to order

A. Pineda called meeting to order at 7:14 p.m.

2. Approval of the agenda

Motion to approve agenda (no changes).

Moved by M. Riseley

Seconded by A. Pineda

3. Welcome by Debbie McGarry, Executive Director, Advancement and Alumni Relations

- D. McGarry welcomed 2017–2018 Council and presented Advancement Office plans for the upcoming year.

4. Public Session (Facebook Live)

Refer to minutes from Public Session.

5. Approval of Minutes of September 9, 2017

Motion to approve minutes.

Moved by S. Rashid

Seconded by S. Kell

6. Items for Discussion

a) 2017-2018 Individual Council Member Goals

- K. Gambier provided overview and benefits of each Council member creating individual goals for the upcoming year.

Next steps: K. Gambier to provide Council members with the template. Each member is asked to complete for January meeting.

b) Alumni Association Returning Alumni Award

- K. Gambier reminded all members to make their donation to the Alumni Association Returning Alumni Award (AARAA). All gifts postmarked by December 31, 2017 will receive a 2017 charitable donation receipt.

7. Items for Information

a) Graduating Class Challenge

- M. Picard provided overview of Graduating Class Challenge.
- M. Picard referred to event schedule and advised that Alumni Association Council members will be required for events on Monday January 22 and Thursday January 25, 2018.
- Details for both events:
 - **Monday, January 22, 12:30 to 2 p.m.**
Future Alumni Wing Fling
Business and IT Building, Mezzanine
At least two Council members asked to attend
 - **Thursday, January 25, 7:30 to 9 p.m.**
Student-Alumni Connect Happy Hour
Simcoe House Ales & Grill (Shag's)
All Council members to attend

Next Steps: Council members to review their personal calendars and mark dates. M. Picard to follow up with Council members to confirm who is available to attend.

b) Documents for Reference

- M. Picard provided two spreadsheets to Council for their reference:
 - List of Alumni Awards Recipients (2013-2017)
 - LiveAlumni Data: UOIT Alumni - Where they Live and Work
- M. Picard advised Council that Alumni Office can be a resource when Council is looking for data to strategically plan events and other engagement opportunities.

c) Upcoming January/February Committee Deliverables

- K. Gambier advised Council to follow approved committee work plans for specific priorities and timelines.
- Overview of Engagement Committee deliverables: start early planning of Alumni Receptions, engage with alumni for Graduating Class Challenge, research locations to expand outreach/engagement, create communication calendar.

- Overview of Governance Committee deliverables: start looking at slate of candidates for approval, terms of reference, alumni directory.
- Overview of Finance Committee deliverables: prepare third quarter results, review merchandise product line and sales, identify sponsorship opportunities, continue maintenance of budget.

8. Other Business

- Council received inquiry regarding the inclusion of alumni branded stationary into merchandise line.

Next Steps: M. Picard to look into possible options and bring ideas to next Council meeting.

9. Adjournment

The meeting was adjourned at 9:04 p.m.

Motion to adjourn.

Moved by S. Rashid

Seconded by A. Pineda