DEKALB COMMUNITY COLLEGE ALUMNI ASSOCIATION
EXECUTIVE BOARD MEETING
August 8, 1985
Minutes

Members present: Amanda Aaron, Nancy Cox, Jean Donald, Lynn Eddy, Julia Focker, David Lewis, Karen Sills, James Simon, Kay Smarr, and Catherine White

The meeting was called to order at 7:36 PM.

Speakers Bureau
The Board looked over the folders of the DeKalb Community College Speakers Bureau. The Alumni Association and the Office of Community Services sponsor the Speakers Bureau. The folders, which will be mailed out to community and civic organization and schools, list the faculty and administration of DCC that are available to speak and their topics.

Budget
For the first time, the Alumni Association has its own budget. The $12,700 budget will be used for publications, mailings, and general operating expenses.

"Associate Degree" Diplomas
The Board looked at a sample of a "Mistress of Science" degree which is given by Georgia State University to the wife of a graduate of Georgia State. The suggestion was made that DeKalb look into something similar for the support person of our graduates. David Lewis requested that the Board look into the cost of having three diplomas - wife, husband, and parents. Lynn Eddy agreed to do this and asked for help from the Board on the wording of the diplomas. If possible, the diplomas should be ready for sale for the Spring Quarter graduation. A progress report will be made at the next Board meeting.

Poetry Contest
Dr. Fran Ellis of the Literary Arts Journal has contacted Lynn Eddy concerning a poetry competition to be sponsored by the Alumni Association. The Journal would publish the contest rules, serve as judges, and publish the winning poems. The Alumni Association would be responsible for the prize money - 1st prize - $25, 2nd prize - $15, 3rd prize - $10. After some discussion, the Board decided to sponsor the competition in the Literary Arts Journal and contact the other college publication, the Chattahoochee Review, to see if they would like to offer a similar contest. David Lewis stated that he would pay the prize money for one of the publications if the Alumni Association would pay the other.

Scholarship Fund Solicitation
Last year the Scholarship Committee decided that the best way to solicit funds for the Alumni Association would be through something concrete such as a scholarship. With this idea in mind, guidelines were established for an Alumni Scholarship. The Board looked at the Scholarship Guidelines and at an Alumni brochure from Georgia State. Lynn Eddy stated that we will be getting together
with Phoenix Communications, the College's marketing firm, to work on a solicitation packet. This packet would contain a letter to the alumni asking for donations, a brochure, and a data card to make changes and a post-paid envelope. Approximately 5,200 packets would be sent out to alumni, faculty, and staff. All scholarship donations would go into the Alumni Association account. A follow-up letter would be sent out with information on the scholarship recipient. Lynn Eddy will try to meet with Phoenix in September and give a report at the next Board meeting.

Decal

A DeKalb Community College Alumni Association decal has been designed by Phoenix Communications. The decal will be given to contributors to the DCC Alumni Association. The decal is red and blue and can be used from year to year since it is not dated. The Board agreed to go ahead and order 1,000 decals.

Alumni Survey

The President of DeKalb Community College, Dr. Marvin Cole, has approached Lynn Eddy about the possibility of doing an alumni survey. Two types of surveys have been submitted to Dr. Cole. We are waiting for further word from Dr. Cole before going ahead with the project.

Personal Data Forms

A personal data form from Georgia State, a sample data form for DeKalb alumni and a draft of a letter to alumni, was given to the Board. The letter and data form would be sent to alumni every year along with a post-paid envelope. This will help us keep our records up to date.

Alumni Night at the Symphony

The Fine Arts department has agreed to let the DeKalb Symphony concert on November 18 also be DCC Alumni Night at the Symphony. Several former DeKalb students will be playing in the orchestra. Glen Eden, a DeKalb alumni, will display his artwork in the foyer of the Fine Arts Building. The Alumni Association will be responsible for paying for two security guards and the food for the reception.

Outstanding Faculty and Alumnus Awards

The nominations have been sparse for this year's Outstanding Faculty and Alumnus Awards. The winners will be presented their awards at Alumni Night at the Symphony on November 18. The Board will review the nominating letters at the next Board meeting in October.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Kay Smarr
Secretary, DCC Alumni Association