GEORGIA PERIMETER COLLEGE
ALUMNI ASSOCIATION BOARD OF DIRECTOR'S MEETING
Room 4190 Jim Cherry Building
Clarkston Campus  6:00-8:00 pm
Wednesday May 3, 2006

MINUTES

Members Present
Akil Abdur-Raheem, Stephanie Beach, Melinda Mock, Donald Larson, Derrick Shelton, Stella Xu, and Michael Palma

Members Absent (excused)
Terrence Rosario, Lester Leslie, and Stefanie Palma

Ex-Officio:
Karen Berson, Director of Institutional Advancement

Guests:
M. Charlie Smith, Administrative Secretary, Office of Institutional Advancement; Lee Hedden, Coordinator for Development Services

OLD BUSINESS

President Beach stated that the minutes and the Financial Report from the February 1, 2006 meeting had been sent via E-mail and the US Post Office. She asked for a motion. After giving the group a chance to look over the minutes again, it was motioned and seconded that the minutes be accepted. They were unanimously approved without further question. President Beach announced that Tony McIntyre has officially resigned his position as a member of the Georgia Perimeter Alumni Association because his company has moved to Buford, Georgia.

Akil Abdul Raheem gave the Financial Report noting that the current balance in the Membership Account is $905.19 and the todate expenditures total $94.99. The balance in the Scholarship Account is $6,123.11, while todate scholarships awarded total $820.00. The specific expenditures and additions for each account can be seen in the attached Financial Report. Melinda Mock motioned, and Don Larson seconded that the Financial Report be accepted. There was no further discussion.

Melinda Mock gave the Nursing Alumni Association update noting the annual dinner was held on March 2, 2006. The speaker, Dr. Judith Briles spoke about her latest book, “Zapping Slugs, Snakes, and Pit Bulls in the Workplace”. She was well received. With over 61 members,
nursing students, faculty, and staff personnel in attendance, the program was hailed as a success. Interim President Watts was also in attendance.

- The 2006 Nursing Alumni Scholarship nominees are currently being reviewed. The major initiative currently being addressed is accessing and identifying who makes us the nursing alumni pool and investigating. The State Board of Licensing will be used as the resource.
- 100% of the December nursing graduates passing their finals and have done so for the last three years.
- The next ‘Pinning Ceremony’ is scheduled for May 11, 2006.
- To date, there are about 1500 students applying for the Nursing Program and only 150 places.
- We are in the process of building our mentoring program.

Melinda suggested that in the future, the Nursing Alumni update should be mailed prior to the meeting in order to conserve time. The idea was well received. The actual process for implementation is yet to be decided.

NEW BUSINESS

In an effort to give recognition to the diverse population of GPC Alumni, Karen Berson suggested that three alumni be chosen as winners of the Outstanding Alumnus Award. Michael Palma chairs this committee. After much discussion, it was voted on and accepted to select 3 winners, but, only for the 2005-06 academic year. The winners selected were Melinda Mock, Dr. Garry Wade McGiboney, and Jessica I. Woghiren. Because Melinda Mock is also an Alumni Board Member, she asked to be excused during both the discussion and the voting. There were concerns about how the Outstanding Alumnus Award was publicized. A decision was made to look closely at the process in 2007 so as to capture a greater number of nominees. “We want to insure that students, faculty, and staff are sent e-mails about the award.”

The nominations for the Outstanding Faculty Member are coming in and the selection process will start in the very near future. The winner will be presented at Fall Convocation.

Karen Berson reported that this year, the Office of Institutional Advance will conduct its first phone-a-thon. A researched population of 3500 alumni members, including the current GPC Alumni Board members will be contacted, surveyed, and asked to make a gift to the Annual Fund. It is scheduled for June 2006 and will be conducted by a major firm, Ruffalo Cody, who specializes in conducting surveys and phone-a-thons for educational institutions. Don Larson asked if Alumni will be asked to join. Karen responded that they would only be surveyed and asked to donate a gift. She further suggested that donors to the Annual Fund be solicited for membership via phone calls from the Alumni Board Members. “With only 80 members, we might consider also asking current Alumni members to assist in calling other potential members. This might be a bit more effective.” There was also a question about how gifts from the phone-a-thon would be used. Karen explained that gift generated by the Annual Fund restricted funds unless otherwise indicated by the donor. She went on to say Ruffalo Cody, Inc. had worked with NYU, Penn State, Georgia Tech, and other institutions. Melinda Mock wanted to know how ‘no
answers or answering machine responses would be handled as she was concerned about people going/being on vacation. Karen responded that many 4-year institutions make their calls in July. We consequently have chosen June instead. President Beach thanked Karen for her report.

Task Force to Develop Constituent Group Charter—this group will organize with the sole purpose of assisting with setting up charters for all GPC Alumni affinity groups. The Alumni by-laws specifically speak to this end. Currently, this means that the Nursing Alumni Association and the newly formed Dental Hygiene Alumni Association will need to be chartered. Specific issues to be addressed are amount of dues, percentage of dues to be paid to GPC Alumni Association, etc. Melinda, Akil, and Stella volunteered to draft a charter by the next meeting date which is June 21, 2006. A copy of the current by-laws is included in the Agenda Book.

Melinda Mock made a motion to reinstate the position of secretary back into the GPC Alumni Board of Directors. The motion was seconded. Because no one volunteered to take on the responsibility as secretary, the position will still be manned by the Office of Institutional Advancement.

The GPC Dental Hygiene Alumni Association has just held its 1st Annual Meeting and is now an official affinity group at GPC, Karen reported. They have approximately 15 members and have started a scholarship fund as well. In addition, they’ve decided that their dues will be $25.00, of which $10.00 will be used to support the GPC Alumni Association.

The Strategic Planning Session, held in March was deemed successful. Alumni Board members brought to the table their vision about what the GPCCAA could look like 5 years from today. Under Karen Berson’s direction, they were able to map possibly avenues to reach that vision. Akil shared the maps that each member had made and plans for a second meeting was scheduled for July at Karen Berson’s home. The GPCCAA board members opened this second to all people who have an interest keeping the momentum and completing the strategic planning for the group. Members were asked to consider whether or not they wanted to continue to require the committee members to serve on committees prior to becoming members.

Action Plan Summary

- Charlie will contact Colletta Hassell with the names and addresses of the Outstanding Alumni winners to be presented at graduation.
- The president and president-elect will resume the Executive Meeting scheduled 1-2 prior each Alumni Board meeting to discuss the agenda with the Director of Institutional Advancement.
- A Nursing Alumni and Dental Hygiene Alumni Association update will be mailed approximately 3 weeks prior to each Alumni Board meeting in order to conserve time.
- Karen Berson will make sure current Alumni Board member are included in Phone-A-Thon.
- Lee Hedden will contact Public Relations to coordinate the speech for the GPC Alumni president for graduation.
- Melinda, Akil and Stella will present a charter by the next meeting.
- Melinda, Akil and Stella will work on revising the by-laws by the October meeting.
• The next scheduled meeting has been changed to June 21, 2006.

President Beach asked if there were further questions and there were none. She adjourned the meeting.

Meeting Adjourned

Respectfully submitted by M. Charlie Smith
GEORGIA PERIMETER COLLEGE FOUNDATION
ALUMNI ASSOCIATION, INC
Financial Report (unaudited)
FOR THE PERIOD ENDING 5/31/2006

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

**Unrestricted Membership Dues Account**

BEGINNING BALANCE, 04/01/2006: 905.19

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**TOTAL REVENUES:** 862.55

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**TOTAL DISBURSEMENTS:** 540.97

**Unrestricted Membership Dues Account**

ENDING BALANCE, 5/31/2006: 1,226.77

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**Scholarship Account**

BEGINNING BALANCE, 04/01/2006:

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**TOTAL REVENUES:** 415.57

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**TOTAL DISBURSEMENTS:** 0.00

**Scholarship Account**

ENDING BALANCE, 05/31/2006: $6,538.68