Georgia Perimeter College Alumni Association Board Meeting

Dunwoody Campus, Room NA-2150
September 30, 2009, 6 p.m.

Minutes

Chair, Melinda Mock Presiding

Present: Isaac Boring, Garry McGiboney and Wayne Adams.

Present Via Teleconference: Stella Xu.

Absent: Derrick Shelton.

Guests: Collins Foster, Director of Alumni Relations and Jenn Mason, Assistant Director of Alumni Communication.

1. Welcome
Melinda Mock called the meeting to order at 6:05 p.m. by welcoming the Board members and guests.

2. Alumni Relations
   a. Introduction of New Assistant Director of Alumni Communication
      Ms. Collins Foster introduced Jenn Mason, the new assistant director of alumni communication. Ms. Mason presented the board with her 90-day work plan, which includes work on the Baseball Alumni Day, a dental hygiene alumni luncheon, updating both the Office of Alumni Relations and Alumni Association Web sites, beginning to develop a social networking presence for GPC alumni and finalizing a strategic two-way alumni communications plan.

      Ms. Mason asked that each board member submit a bio to be included on the new Alumni Association Web site, with a deadline of Oct. 12.

   b. Update on Assistant Director of Alumni Programs Search
      Ms. Collins Foster informed the board that the interview process for the new assistant director of alumni programs was completed on Sept. 29. A candidate was selected, pending background and reference checks. An offer will be made to the candidate once those steps are completed, and Ms. Foster said she expects the new assistant director to come on board within the next few weeks.

      Approximately 35 candidates were interviewed for the two assistant director positions. Ms. Foster thanked Ms. Melinda Mock and Mr. Isaac Boring for serving on the interview panels.

   c. Baseball Alumni Day Reminder
      Ms. Foster reminded the Board members about Baseball Alumni Day taking place Sunday, October 25th at the Newton Campus. The event invitations have gone out to all baseball alumni and GPC retirees. Family of alum are invited to attend the event. The purpose of the
event is to cultivate relationships with alumni and to garner support for the current baseball program. Three GPC alums are currently in majors: Robbie Hammock, Marlon Byrd, Nick Greene. Others who have played in the majors include Milt Hill, Mike Sharperson, Glenn Sutko and Herm Winningham.

3. **Been There, Done That Program Presentation**
Mr. Isaac Boring presented an overview of a new program he is developing to help alumni connect with students. The Been There, Done That program will give alumni the opportunity to speak for one hour to students about what happens after they leave GPC, sharing their experiences about continuing on to a four-year institution or a career field. The program’s scope will include:

   a. **Personal Assessment**
   b. **The Importance of Networking**
   c. **Civic Engagement**
   d. **Resume and Self Reflection**
   e. **Individualized Information** (the speaker’s personal experiences)

Mr. Boring suggested that established clubs at GPC would be the best venue to begin the program since the audience already exists. The annual TAG fairs hosted by the Office of Recruitment were also mentioned as a possible vehicle for the program.

4. **Board Discussion**

   a. **Alumni Scholarship**
   Ms. Melinda Mock announced that the deadline for the annual scholarship booklet is February 2010; therefore a decision will need to be made about funding of the scholarship in January.

   b. **Preparation for October 21, 2009 Board Meeting**
   i. **Discussion Topic**
      Dr. Anthony Tricoli will be in attendance at the October board meeting to discuss the criteria for Alumni Board members including the characteristics needed on the board.

   ii. **Expectations From Participants**
      Ms. Melinda Mock asked that all board members arrive at the October meeting prepared. She also addressed the need to stick to the agenda and to project a positive outlook.

   iii. **Homework**
      Ms. Melinda Mock and Ms. Collins Foster asked that all board members prepare a list of what each board member is willing to commit to the board, what qualities they want to see in their fellow board members, what excites them about working on the Alumni Board and what board members expect to get out of his or her experience serving on the board. Ms. Mock and Ms. Foster asked that the lists be e-mailed to them by October 12, 2009 so the list can be compiled for the next meeting.
c. Other Items and/or Announcements
   i. Mr. Isaac Boring asked about a strategic plan for the Alumni Association. Ms. Collins Foster explained the GPC strategic planning process, which includes the college plan, division plans (i.e. Institutional Advancement) and department plans (i.e. Alumni Relations). Ms. Foster reported that the Alumni Relations plan will be finished in the next few months, and she will present an update at the November meeting.

5. Action Items
   a. **Review of Alumni Association Fund Balance** – There were no changes in the financial report since the last meeting.

   b. **Approval of minutes from the 8/19/09 Board Meeting** – the minutes were voted on and approved via e-mail.

6. Next Meeting
   a. **October 21, 2009 @ 6:00 p.m.; Dunwoody campus.**

Ms. Mock thanked members for their attendance and adjourned the meeting at 8:00 p.m.