

**Juniata College  
Alumni Council Meeting  
Shuster Hall, Raystown Field Station  
October 3, 2009**

**MINUTES**

**Council Members Present:** JoAnn Bowman '75, Geoff Clarke '75, Ellen Church Coffman '67, Kathy Collins '92, David Corman '77, Jodi Reiter DeStefano '04, Jerome Dvorak '87, Brad Haubert '93, Sally Nelling Herritt '82, Lisa Kotary Jenkins '90, Nori Kocum Lewis '90, Angela Snowberger Loose '96, Bruce Moyer '74, Frank Pote '73, Jess Yutzey Quinter '00, Jeff Rush '84, Bill Rys '96, Parisha Shah '01, Doug Spotts '89, Andy Zimmerman '86

**Faculty Representatives:** Jim Donaldson '67

**Staff:** Jim Watt, David Meadows '98, Katie Padamonsky Dickey '97, Gabe Welsch, Linda Carpenter, Sally Oberle '99, Evelyn Pembroke

**Student Representatives:** Jordan Yeagley '10, Ryan Johnson '10, Dustin Gee '10, Debbie Reidy '10

**Alumni Office Intern:** Lizie Murphy '10

**Jess Quinter**

- Call to Order and introductions.
- **Minutes from the June 12 & 13, 2009 meetings were approved on a Bruce Moyer/Parisha Shah motion.**

**Gabe Welsch – Comments**

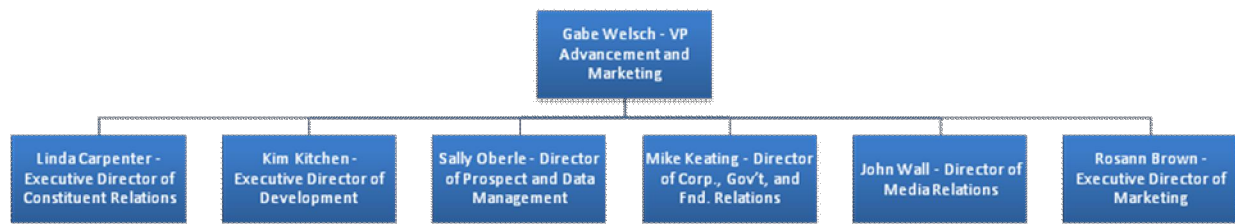
Promoted to vice president of advancement and marketing in July.

- NOT because he was a fundraiser.
- Rather, because he could tell stories, could communicate the mission, and because he came from an advancement office where responsibilities were:
  - Stewardship
  - Alumni and volunteer engagement
    - Mentoring and career network
  - Communication
  - Strategy

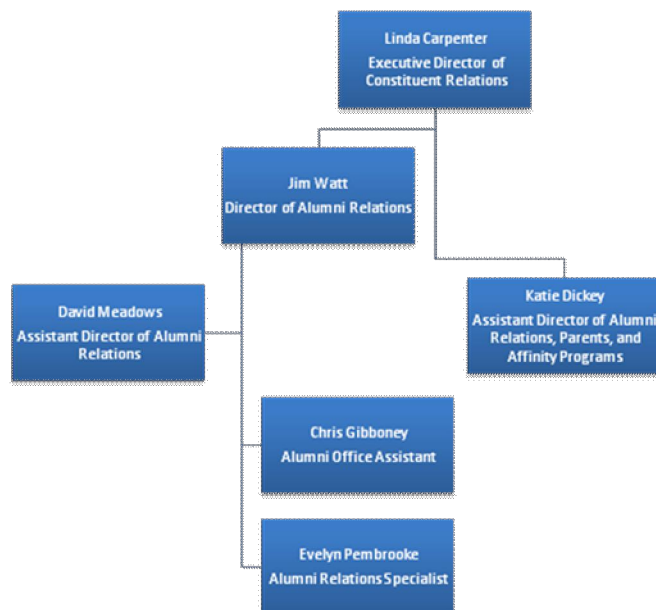
John Hille is now executive vice president of enrollment and retention.

This unit is built to focus on creating value, on building a network, on telling the story. That doesn't mean we are not concerned about fundraising. Rather, it means we respect the truism that exists in any organization: you help people build something of value and they will support it just as they benefit from it.

# ORGANIZATIONAL OVERVIEW



## constituent relations



## **Linda Carpenter – Comments**

- Brief explanation of my journey through Juniata departments: Alumni Relations, JCEL, Annual Giving, now as Exec. Dir of Constituent Relations, back to Alumni Relations. Regularly involved with departments that are developing new programs, or making significant change to existing programs.
- Clearly understand the separations and overlaps between development work and alumni relations work. I see alumni relations primary responsibility as relationship building and alumni programming and engagement.
- Will alumni council hear about giving? Yes. As leaders of the Alumni Association, it is important that members of Alumni Council have an understanding of and are engaged in our giving priorities. All AC members should be comfortable engaging in conversation about Juniata's giving priorities with our constituents.
- What we have been doing well...
  - Over past 10 years we have done a great job advancing Juniata's visibility and reputation, as evidenced by our 13 place jump in US News and World Report ranking and our Forbes.com ranking of 75 out of 3800 colleges in the nation. This is not a tiered ranking, but an overall ranking. Even as we've done this, we have advanced volunteer engagement and alumni programming. We have developed a real critical mass and it is the perfect time to do more with and for those we have engaged.
- Where we need to improve...
  - Larger, more prominent schools (think Princeton) do a great job engaging with their network. When alums relocate, need job advice, are looking for an expert in a particular field, they automatically tap into their alumni base. We have that network at Juniata, and can tell, anecdotally, how it works, and now is the time to leverage that network.
- How we are going to do it...
  - We have begun looking at what we are doing and why we are doing those things. Some events/activities will be changed to meet our growing needs. Some will be eliminated. Others will be passed on to other departments on campus where they have a better fit. For instance, staff spend a great deal of time handling web page technical difficulties. We are working with our IT department to address the most frequent problems and to have the requests for assistance pass directly to a tech person, rather than having an AR staff member acting as go-between.
  - We are developing tools, such as WorkZone, that will make us more effective in working with our volunteer masses. Because these types of tools take resources (More than 6% of our annual budget has been dedicated to WorkZone), we will carefully monitor the use of and measure the effectiveness of these kinds of programs. If they don't make us better at what we do, we will look at other options. If they are useful and make us more efficient, we will commit to providing these tools on an ongoing basis.
- What we need from alumni council...
  - Please understand that this is a process. We have developed a three year plan that we will adjust during the course of the next year and expand to a five year plan when we are ready. Our primary focus will be developing the Juniata Network, primarily through a major restructure of Regional Clubs and Affinity Groups.
  - It will be important for AC to develop strategies that complement this new direction.

### **Frank Pote '73 – Trustee Report**

- Trustee Summer Retreat
  - Trustees met to primarily lay groundwork for succession planning ... defining plan to identify new president after Tom Kepple.
  - Conducted short trustee meeting for addressing pending issues
    - Discussed enrollment target and its impact on College's "bottom line"
    - Trustees will be looking to establish a new workgroup to focus on enrollment
    - Update on financial situation and College's overall financial health; President Kepple sent letter to parents to let them know that the College may be able to assist with financial assistance should it be necessary to keep their child at Juniata
  - Approved two resolutions affecting alumni:
    - Recognized Class of 1959 for their significant contribution to their 50<sup>th</sup> year gift
  - Recognized Class of 2009 for their raising of \$13,000 for their class gift

### **Jim Donaldson '67 – Faculty Report**

- The Justice Studies Program is being eliminated. This decision was fed by the decision by the key faculty member to not return for the 2010-11 academic year. Faculty in Sociology, Social Work, Anthropology and Justice Studies have taken all the appropriate steps to students currently enrolled in that program.
- The Faculty has been working on revisions to the Communication requirement for graduation. There are eight proposals that will be voted upon at the next Faculty meeting, October 7.
- At that Faculty meeting, the "Topic of the Day" will be workload.
- There has been considerable progress on the new Scholarship of Teaching and Learning (SoTL) under the leadership this year of Kathryn Westcott, associate professor of psychology.
- The Professional Development Committee (a sub-committee of the Faculty Development and Benefits Committee) reported that funding for faculty to attend conferences is limited to \$47,000 which brings about funding of proposals at just 75% versus last year's 90%. That's an obvious concern to faculty members.
- Professor Donaldson also reported that current students – based on a very small (n=31) convenience sample – do not know the year Juniata College was founded (only 22% got it right). None among the 31 could write the first ten words of the *Alma Mater*, including three choir members. Members of the Alumni Council joined in a somewhat off-key rendition, demonstrating they know it. [Where's Russ Shelley when you need him?] None, however, remembered the fight song, "Stand Up and Cheer."

### **Jerome Dvorak '87 – WorkZone Introduction**

- Introduced WorkZone to Council.
- Training will be offered through Webinar

### **Jordan Yeagley '10 – Senior Class President**

- Elections for Class of 2010 President
  - Erin Satterthwaite decided she did not care to carry on the responsibilities of President when she returned from abroad. Each candidate was required to get

petitions signed, interviews were conducted, and finally the Senate voted for confirmation.

- Ice Cream Social
  - Annual event to get the class involved in brainstorming.
  - The class had great ideas for class gift: functionality, accessibility.
  - Fundraising: sell T-shirts, dance in the Black Box Theatre
- Committees:
  - Commencement
  - Events
  - Alumni
  - Class gift
- Meeting with Miranda Peruso (annual giving)
  - We wanted the class gift to be functional
  - Accessibility on campus
    - Working with Emily Brand '10 who is very passionate about the subject matter.
    - Very well versed in the needs of the Juniata campus, and the logistics of ADA.
    - We could do one large or several small projects.
- Memory Book
- Sponsor care packages
  - One coming up for Halloween
- Service Projects:
  - Peace Chapel
  - Trail cleanup
  - Blood drive

### **Ryan Johnson '10 – Student Government**

- Fast Facts
  - 36 senators, 5 execs, 22 votes
  - Only school in conference with minority reps
  - \$194,260 budget
    - JAB \$100,000
    - Student Government Executive Board - \$5,827
    - Class - \$700
    - RSO allocations - \$73,487
    - Contingency Fund - \$14,245
  - 90 + clubs and organizations
    - USMMA, Drew (40-50)
  - Recent elections
    - Freshmen: 80% participation
- Progress to Date
  - Elections
    - Freshmen
      - Good participation
      - Great group of freshmen reps
      - Very active Class
  - Events
    - Freshmen dinner

- Freshmen Convocation
  - 2 senate meetings
- Treasury
  - Closed inactive clubs
  - Ensured that all were registered
  - A-Board
  - Allocated \$1,500 thus far to clubs
- RSO Approval & Accredibility Board (RAAB)
  - Ensure that all clubs are active and utilizing their funds correctly
  - Recently approved new guidelines:
    - Must fundraise at least once a year
    - Must have at least a president and a treasurer
    - The officers must meet at least once a month. Our recommendation is that the clubs meet at least once a month as well, but for some clubs this is not feasible.
  - Must use at least 10% of the Student Government original budget allocations during the academic year.
- Project Ellis
  - Focus: Cyber Café and the Cream Room
  - Goal: To create more seating and a warmer, more comfortable place for studying/group meetings
  - Progress: Setup link for student opinion, obtained blue prints of 2<sup>nd</sup> floor Ellis
- The future
  - Student Government Retreat at Shuster Hall – October 4, 2009
  - Open forum in Neff Hall – October 8, 2009
  - Website
  - Food court naming
  - Founders Hall Dedication – October 24, 2009

### **Dustin Gee '10 – Juniata Activities Board (JAB)**

- Mission Statement
  - The Juniata Activities Board – a body of student leaders committed to leadership development and service-learning: provides social and engaging programming to the campus community.
- Executive Board:
  - Dustin Gee '10 – Chair
  - Stephanie Strauss '11 – Recruitment & Membership
  - Jennifer Kline '10 – Leadership Development & Community Service
  - Andrew Murdock '11 – Treasurer
- Major goals and objectives
  - Leadership development
    - Summer reading
    - Leadership workshop series
    - February 2010 – National Association for Campus Activities Convention in Boston, MA
- Recruitment and membership
  - Increasing male involvement
  - Retaining upperclassmen
  - Fall retreat

- Co-sponsorship
- Physical presence on campus
  - Office space on 2<sup>nd</sup> floor, Ellis Hall
- Community service
  - Alternative spring break trip to Guatemala with JC alum Demetri Patitsas, Miguel Angel Asturias Academy
- JAB committees
  - Friday Night Live, Mountain Day, JC: Up-Late, JC: Off-Campus, Major Event, Madrigal, Springfest, May Day, Programming Board New Jabbers
- JAB membership update
  - Approximately 200 members on mailing list
  - 60 students at first meeting
  - Approximately 30 – 40 students at weekly meetings
  - Noted: increase in male presence
  - Noted: increase among upperclassmen retention
- JAB events thus far
  - Friday Night Live – mentalist Wayne Hoffman, Dynamic Duo
  - JC: Up-Late – music video dance party, salsa magic
  - Mountain Day – Jungle theme
  - JAB fall retreat – pumpkin shopping and overnight at Patrick’s Lodge
- Upcoming JAB events
  - Friday Night Live – comedian Roy Woods, Dan Cummins, Food Network Kevin Roberts
  - Madrigal – December 5, 2009
  - PBnJ Groups – Halloween Bingo, Ultimate Dodgeball Tournament, VLB Dance Party
  - JC: Off-Campus – trip to Pittsburgh, Clifton 5 Movie Night

### **Debbie Reidy '10 – Student Alumni Association**

- Opening Weekend (previously Freshman Move-In)
  - Changed our participation
    - Greeted Freshman at their first “Class of 2013” meeting
    - Handed out freshman gift
- Freshman Gift
  - ID Holder with Welcome Note and Standing Stone Coffee Company coupon
  - Remains well-received and popular
- Lobsterfest
  - 90 new students signed up
  - Majority were Freshman and Seniors
- First Meeting – Monday, September 14<sup>th</sup> 2009
  - 30 Students attended (largest attendance in 4 years)
  - Invited Local Alumni and Juniata Staff to attend meeting
    - Chris Hagen, Greg Anderson, Sarah Worley, Katie Dickey, Jess Quinter, David Meadows, Chris Gibboney (7)
  - Networked first ~30 minutes
  - Jess Quinter welcomed everyone and talked about the Alumni Association
  - Executive Board talked about benefits of SAA and their personal likes
  - Student feedback
    - Liked the pizza and chance to meet alumni

- Alumni feedback
  - Enjoyed participating and meeting students
- Homecoming and Family Weekend
  - Starting to prepare
    - Committees :
      - Decorating
      - Legacy Reception
      - Student Involvement
      - Marketing
- SAA Calendar of Events
  - Juniata Career Day Activities
  - Senior Dinner
  - Senior Salute
  - Alumni Weekend

### **Lizie Murphy '10 – Alumni Office Intern**

- Informed Council about her senior blog at [www.juniata.edu/alumni](http://www.juniata.edu/alumni).

### **Katie Padamonsky Dickey '97 – Affinity Groups Strategy**

- Focus on career-based groups - create mutually beneficial career-focused relationships between students, alumni, parents and the College
- Develop sustainable leadership and goals for one established and three developing groups in year one
- Provide a venue for these interactions in the form of a marquis event for each group
- In year two, add two more groups and maintain the others (Health Professions, Communications, other strategic areas?)
- Leadership structure
  - Volunteer leadership – alumni or parents
  - Campus liaison – faculty or staff member
  - Current students
- 09-10 Groups

#### **J-Club**

- Establish leadership through regional clubs
  - Events planned regionally
  - Identify student-athletes
- Campus activities (GOLD RUSH) led through Student-Athlete Advisory Committee (SAAC)
- Marquis event – Hall of Fame combining with Athletics Awards Night
- Financial support of capital projects – locker rooms
  - Fall membership drive
  - Spring locker room solicitation
  - Student-athlete phonathon



#### Instrumental Music

- Goals/Outcomes
  - Celebrate Band reunion at Homecoming in 2010
  - Inform alumni of dept. growth
  - Encourage students to attend Juniata
  - Provide historical record-keeping
  - Explore possible avenues for financial support
- Volunteer and department involvement – high
- Leadership established for reunion
  - Event Planning – Tara Fitzsimmons '00
  - Communications – Allison Estright '08
- Need to build student involvement
- Continue building alumni interest and vol. base
- Marquis event – Spring reception during joint concert with Altoona Symphony Orchestra

#### Legal Careers – “Legal Eagles”

- Goals/Outcomes
  - Increase student awareness of the variety of legal careers and career paths
  - Support Mock Trial Student Club with speakers and content experts
  - Establish small regional groups for professional networking and development
- Student and department involvement – high
- Need to build broad base of volunteer leadership
- Mock Trial Student and Parent Leaders – Lee P'12 and David '12 Sill
- Marquis event – during Career Day a Mock Trial presentation, legal career panels and volunteer mentors

#### Business or Professional Development

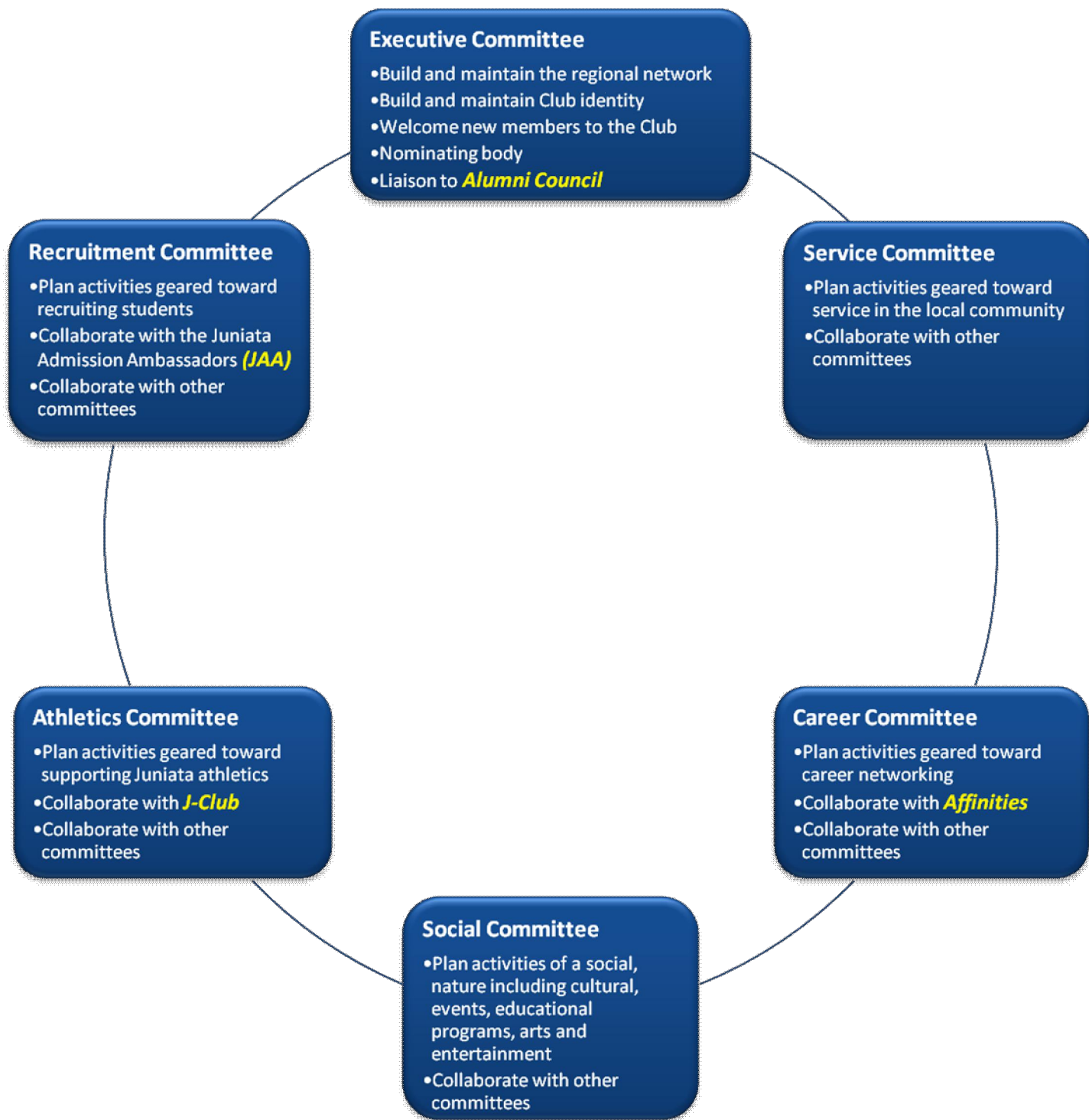
- Goals/Outcomes
  - Provide alumni/parent expertise to assist students in developing skills for successful professional careers
  - Provide a professional network for alumni/parents/students
- Business affinity group/Professional development affinity group/Juniata Career Team/Career skills
- Marquis event – Career Day networking workshop

## David Meadows '98 – Regional Charter Strategy

- Presentation on Building the Juniata Network through Regional Clubs

	Club	# of Alumni	Engagement	Active	Momentum	Leadership Structure
3	Del Valley (Philly)	2334	35.60%	no	no	none
	Central PA	1906	37.88%	yes	yes	full
	Mid-State (local)	1093	39.98%	yes	yes	partial
1	JC-DC	869	41.54%	yes	yes	partial
2	Pittsburgh	771	33.98%	yes	yes	partial
	NY-NJ Metro	487	35.73%	yes	yes	partial
	Baltimore	363	31.96%	no	no	partial
	Upper Susquehanna	224	34.38%	no	no	none

- Regional Goals:
  - Three-year regional plan, with a year one goal of one fully functional club and two in progress.
    1. JC-DC
    2. Pittsburgh
    3. Philadelphia



## **Work Group Reports**

The following groups met to develop objectives and work plans for the coming year, and Jess Quinter requested a status report from each group for the minutes.

- Regional Charters
- JCT/Job Shadow
- SAA/Affinity Groups
- Outreach – Communication & Survey of the Association

### **Jodi DeStefano '04 – Regional Charters**

Our main goal for this year is to get one group, the JC-DC group, up and running with the new regional group plan by the end of the year. Once we have one group that is able to sustain themselves we will use this as a model for the other groups.

- Some of the ideas that we had about how to go about getting this started is to create a CD with some information for the groups to help them get started. We don't think that this is going to be possible for the first group, so we decided that a PowerPoint presentation with the steps to take would work initially.
- We are also going to encourage the groups to have one event during a break, so that we can get the current students or students that graduate in December to be a part of the regional group.
- We tossed around the idea of putting together a list of events for each regional group and providing that to either professors or the career services office, so that when students are in an area for internships, they can get involved in the regional group.

Some of the objectives that we have are to put together the PowerPoint presentation and get that to the JC-DC group so that we can get the new process in place soon. We also are going to start thinking about a "start-up kit" that we will put together for the groups that will help them to get moving in the right direction sooner. We are also going to try and come up with other ways that we can get students involved sooner in regional groups.

Successfully chartered Regional Clubs will:

- embrace the new vision for Regional Clubs as illustrated by the "Regional Club Wheel" Model, providing leadership in engagement and networking with and among students, alumni, parents, and friends of Juniata College
- will recruit and develop a sustainable leadership team following the Regional Club Model (the "wheel")
- will organize and successfully carry out one "marquis" event each year and at least 3 other events/actions organized around the core mission and focus of the new, Regional Club Model
- will annually report at least one measurable outcome for each committee of the Regional Club Model to the Regional Club Committee of the Juniata College Alumni Council at its June meeting
- will actively volunteer by recruiting and assisting students in their geographical area with the enrollment process of Juniata College and actively follow those students who choose Juniata College throughout their undergraduate career, successfully ushering them into the Alumni "ranks" upon graduation.
- will be a group dedicated to promoting the Juniata College slogan, "Think. Evolve. Act," in their professional, personal, and community activities

**Need to schedule the next JC-DC leadership group meeting ASAP**  
**Get the document from Jess together and send to the group for review.**

### **Bill Rys '96 – JCT/Job Shadow Goals**

- Improve on last year's events including:
  - Alumni coaching sessions focusing on resumes, interview skills, elevator pitch
  - Career specific event (potentially with the student legal organization)
  - Collect alumni bios and info on job openings for career day
  - Welcoming people at the career fair to help greet and direct participants
  - Additional events or expand on the networking workshop.
- Use the WorkZone program to create a comprehensive report of who is doing what/
- Continue to collaborate with Career Services office.
- Collaborate with the other alumni committees to organize and market career day activities.
- Marketing of our activities – in particular surrounding career day events explain why the alumni are on campus.
  - In addition, attract more sophomores and freshmen to the events. Possibly working with the SAA to reach out and explain the importance of focusing on career building early.
- Focus on sustainability – create a template for organizing the career events in the future.

### **Parisha Shah '01 – SAA/Affinity**

#### **Objectives/Goals with SAA**

- Overall Goals:
  - We will continue to support the efforts of SAA, as in past years in regards to their events at Homecoming and with Career Day/Senior Dinner Events, with an emphasis on sustainability efforts and also on thanking volunteers for their service.
- Specific Goals:
  - Assist with Homecoming/Family Weekend Tailgate Tent
    - Identify and schedule at least two alumni volunteers per hour to serve as hosts.
    - Provide additional assistance with coordinating alums for any other events as necessary.
  - Plan and host reception for SAA and Alumni Council members at the Alumni House following the Senior Dinner in February 2010.
  - Brainstorm at least two ideas for creative ways to thank SAA volunteers for their service to Alumni Council and the College.
    - Implement those “thank you” ideas at the reception following the Senior Dinner (or other events, as deemed necessary).

#### **Objectives/Goals with Affinity Groups**

##### **Overall Goals:**

- Our main focus in this part of the workgroup is to directly support Katie Dickey's efforts to recharge specific Affinity Groups (Instrumental Music, Legal Eagles/Mock Trial, Professional Development/Networking, Athletics). We will be focused on planning the “marquis” events for these groups by coordinating alums to return/volunteer for those events.

##### **Specific Goals:**

- Match Alumni leaders for each of the four affinity groups being focused on by the Alumni Office.

- Specifically, we will begin by identifying and contacting Juniata alums with affinity to the Legal Eagles/Mock Trial group who can serve as mentors and judges for the Mock Trial event at Career Day.
  - Other alumni leaders can be identified and contacted as determined by the needs of the Alumni Office.
- Determine if there is interest for affinity-based gatherings following Career Day with students of a particular educational affinity and the alums who have returned to campus to participate.
  - Specifically, we can start with the Legal Eagles/Mock Trial group, since we will be coordinating alums for the Mock Trial event.
  - This can be extended to other affinity groups, and can be done in coordination with the JCT workgroup.
- Determine ways that the Career Day event or any event involving alumni is useful/good for the alums attending the event (i.e. helping make/support the Juniata Network).
  - Poll returning alums for types of interactions that will benefit them professionally at affinity events like the Mock Trial at Career Day.
  - Work those aspects into the events being planned at Career Day and other focused affinity events.
- Contact the leaders of all student clubs to let them know that alums are available for career advice at their club meetings.
  - Coordinate with SAA/Student Government to “get the word out” that alums are a great resource for students.
  - If student RSOs are interested, our workgroup will help coordinate the club leaders with alum(s) who can be of assistance.
- Contact Career Services office for a list of all workshops and seminars being held during this academic year.
  - Determine if seminars/workshops can be enhanced by addition of alumni volunteers.
  - If so, help JCT/Career Services coordinate alums for such events.
  - Potentially coordinate alum volunteers with students for resume writing/interview assistance.

### **Bruce Moyer '74 – Outreach – Communication / Survey of the Association**

The Outreach Workgroup goals for 2009-2010 are:

- Create a survey to evaluate the needs of alumni and the effectiveness of alumni programs and initiatives, and provide input for future direction and strategic planning. The survey will be conducted in February, 2010.
- Collaborate with the Alumni Office and Marketing Office to develop and use hardcopy and online tools to promote and advance communication with Juniata alumni.

The survey will occupy the exclusive attention of the Workgroup over the next five months, with further attention to hardcopy and online communication with alumni at the February meeting.

At this meeting, the Workgroup focused its discussion on development of the survey, seeking especially to identify what it truly was intended to learn and the implications of that learning.

The Workgroup also discussed whether there is a significant distinction in the minds of the alumni between interaction with the Alumni Association and the College alumni program itself. This conversation needs to be developed/discussed further.

**Assignments:**

- Bruce will draft a statement on the goals of the survey.
- Frank Pote will develop a Gantt chart, identifying goals, milestones, calendar.
- Every member of the Workgroup was tasked to review the body of previously-drafted potential survey questions. Each Workgroup member will identify one question (from the previously drafted group of questions or draft a new question) for inclusion in the survey.

The Workgroup will hold at least monthly a conference call on Sunday evening, October 25, at 7 pm. Further details TBA.

**Alumni Council Workgroup Goals and Objectives: 2009 - 2010**

**Communication subgroup goals:**

<b>Measurable Objective</b>	<b>Description</b>	<b>Link to Strategic Plan*</b>	<b>Progress (date and description)</b>
Support Survey Subgroup	Support activities listed below for survey subgroup	Alumni to alumni	Participated in 03 Oct 2009 kickoff meeting.
Increase JC alumni communication and engagement using social networking tools	Compare numbers of Facebook pages, fans, associated with Juniata alumni programs	Alumni to alumni	Address at Feb. 2010 meeting

\* Alumni with Current Students, Alumni with the College, Alumni with Alumni, Alumni with Community and World

**Survey subgroup goals:**

<b>Measurable Objective</b>	<b>Description</b>	<b>Link to Strategic Plan*</b>	<b>Progress (date and description)</b>
Finalize alumni survey questions	Construct and evaluate survey questions	Addresses 4 objectives of plan	03 Oct 2009 – kickoff meeting with 2009 team.
Implement alumni survey	Administer survey to association	Addresses 4 objectives of plan	Not done.
Report survey results at June alumni council meeting	Provide summary of survey results and make recommendations based on survey results.	Addresses 4 objectives of plan	Not done.

**Action items:**

- Frank Pote to prepare Gantt chart of activities needed to complete survey
- Bruce Moyer and Lisa Jenkins to prepare survey statement of purpose to be discussed at next workgroup meeting
- Workgroup to have regularly scheduled meetings on the 4<sup>th</sup> Sunday of each month at 7pm starting in October. Lisa to get call in numbers from Evelyn and schedule meetings.

- Workgroup team members to review previously drafted questions and make comments in WorkZone.
- Lisa to check with Jim re: WorkZone access

Post meeting note: Bruce and Lisa finalized the meeting minutes and intend on reviewing the strategic plan to identify what we are trying to learn with the survey. Lisa will send out this information with a meeting agenda for our next workgroup meeting scheduled for 25 October 2009 at 7pm.

Respectfully submitted,  
Evelyn Pembroke  
Alumni Relations Office Specialist