



GEORGETOWN UNIVERSITY
ALUMNI ASSOCIATION

About the Board of Governors

The Georgetown University Alumni Association has its own 501(c)(3) organization which works closely with Georgetown University and its Office of Advancement to develop and administer programs and services of value to Georgetown University alumni.

What is the Board of Governors (BOG) and what are its main roles?

The Board of Governors (BOG) is the elected board of the GUAA that is responsible for governing and managing the affairs and setting the strategic direction of the GUAA. The BOG is charged with establishing and reviewing policies and governing procedures regarding all Alumni Association business as well as serving as a channel for alumni engagement and feedback. Specifically, there are 120 active BOG members, consisting of alumni of all class years, regions, schools, and programs. This total includes Appointed Governors and Student Governors from all schools in addition to the elected Governors and Senators. Governors are elected by other alumni to serve a 3-year term beginning July 1 of their elected year. Typically, candidates have been exposed to or are active with the GUAA regional, athletic, class or school based alumni activities.

Mission of the GUAA:

The mission of the Georgetown University Alumni Association is to generate goodwill and support for the University and to foster a lifelong connection among alumni, our alma mater and the global Georgetown community.

Strategic Plan of the GUAA:

The GUAA alumni leadership and staff conduct an extensive strategic plan every five years. The plan positions GUAA and its resource toward its goals and outcomes.

Please note the following items are key elements of the 2010-2015 GUAA's strategic plan:

- Build upon and enhance the alumni continuum
- Refine the model of GUAA as the primary "gateway" between Georgetown University and its alumni
- Pursue market segmentation through selected program investment and development
- Build and strengthen programs in our key regional markets
- Develop a well defined Annual Fund model for the Governors and Association
- Develop a long-term, sustainable funding model for the Association

Various committees advise the BOG officers and Advancement staff on initiatives, including, but not limited to:

- The operation of the Annual Fund;
- The planning and implementation of Alumni Career Service programming;
- The recruitment, training, and support of alumni class leaders;
- The communication with alumni, particularly through the online community, *Georgetown Alumni Online*;
- The promotion and functionality of domestic and international alumni clubs;
- The selection of an involved, compassionate, dedicated group to stand each year for Election;
- The determination of the national or international location for the annual John Carroll Weekend, which brings together alumni, family, and friends to celebrate Georgetown;
- The promotion and selection of Alumni Recognition Awards, distinguishing service to alma mater; and
- The maintenance and fiscally responsible use of the Alumni Association's invested funds to support community-wide programs and other Board of Governor initiatives.

What are the Board's annual activities and meetings?

- Leadership Weekends – Fall (late-September/early October) and Winter (late-January/early-February)
- Executive Committee Meetings – (September and December)
- John Carroll Weekend – Spring (March/April/May)
- Retreat – June, every even year
- New Governor Orientation – Fall (in conjunction with Fall Leadership)
- Executive Committee and Sub-Committee Conference Calls (as scheduled)

What are the positions and roles on the BOG?

- Officers:
 - President
 - President-Elect
 - Executive Director
 - Treasurer
 - Parliamentarian
- Governors:
 - Board is comprised of a total of 42 alumni selected through an election process
 - A Governor can serve a maximum of two (2) consecutive 3-year terms and in compliance with the Governors' *Statement of Responsibility*
 - A term begins on July 1 and concludes on June 30, three (3) years later
 - Once a Governor completes two-consecutive terms, 6-years in total, they become a Senator
- Senators: At the beginning of each fiscal year, senators are given the opportunity to select their status for the up-coming year – choice of “senator” or “emeritus”
 - *Senator* – Requires a Senator's assignment and participation on both a delivery and a development committee and attendance at a minimum of one Leadership Weekend annually. Senators receive all information about Board activities and enjoy the privilege of voting on committee issues and debating with the full Board. A Senator does not have a vote on full board issues.
 - *Emeritus* – Should a Governor choose not to be active, he or she automatically becomes a Senator Emeritus. In this capacity, the Senator continues to receive general information about Board activities, but no participation is expected, though it is always welcomed and encouraged.
- Additional Members:
 - Student Governors: 13 students from all school and campus serve in a non-voting capacity on the Board and individual committees for a 1-year term
 - Other appointed members to the BOG include, but are not limited to:
 - Jesuit Representatives
 - Faculty Representatives
 - School alumni board leaders and AAP

How are alumni selected to serve on the BOG?

The call for nominations of new Board Members goes out each fall and the deadline for nominations is typically in early December.

Application Process:

A complete **self-nomination** packet contains:

1. Online form,
2. Personal statement, to include:
 - a. Why the individual wishes to serve on the Board of Governors
 - b. The individual's prior activities and support for Georgetown University
 - c. Any other information the candidate thinks will be valuable to the nominations committee
3. At least 2 (two) but no more than 5 (five) letters of support for the nomination. Letters of support should not exceed two pages single spaced.
4. (OPTIONAL) Resume, CV, list of references, or articles– Please note optional items should not exceed three pages in length.

Letters of support should include descriptions of the following as qualifications of the nominee:

1. How long, and on what basis, the person writing the letter has known the candidate,
2. The candidate's previous involvement with Georgetown as a student and as an alumnus or alumna,
3. Previous volunteer activity by the candidate on behalf of the university to alma mater, the community-at-large, or both,
4. How the candidate is dedicated to the principles of the university and the Alumni Association,
5. Why the recommender believes the candidate should be a member of the Board of Governors, and
6. Any other information the recommender believes is indicative of the candidate's commitment to Georgetown and her alumni.

Selection Process:

Completed nominations are reviewed by the Nominations Committee during a closed meeting over Winter Leadership Weekend, annually held in the winter.

Immediately following the meeting, committee members reach out to those alumni who have been selected by the Nominations Committee to stand for election. Pending the positive response of the nominee, the Executive Director publicly releases the slate of Governor Nominees who will stand for election to the Board, the general alumni population, and the Office of Advancement.

If candidates are not chosen for this year's election slate, they will need to submit a new self-nomination packet the following year to be considered again.

Election:

All living Georgetown alumni, with valid email address on-file, receive an email inviting them to vote on-line or to request a paper ballot in the GUAA Election which runs from mid-April through mid-May every year. Those without an email address receive a postcard by mail. The results of the election are ratified at the GUAA's Annual Meeting on the last Tuesday in June. This information is released by e-mail blast and posted to the website, Georgetown Alumni Online, upon certification of the results by the Judge of the Election. Slated Governors are then notified and then an orientation process begins which culminates in an in-person Orientation the Thursday of Fall Leadership Weekend, typically in late-September, early-October.

New governors begin a 3-year term on July 1 of each year.

Qualifications and Considerations:

The Board of Governors is the governing body of the Georgetown University Alumni Association. For many Governors, membership on the Board serves as a capstone event in their Alumni volunteer life cycle. For others who have demonstrated strong leadership and engagement at earlier stages, the Board serves as an opportunity to deepen and sustain engagement with Georgetown over the arc of their lives as alumni.

Strong candidates for the Board of Governors will generally have a multi-year and sustained track record of alumni involvement and service in leadership roles. Indeed, recent selectees have engaged with the University and alumni community across multiple touch points, and often are serving in leadership roles at the time of their selections. These touch points may include class committees, regional clubs, affinity groups (e.g., Hoya Hoops Club, Hoyas Unlimited, AAP) and professional alliances (e.g., GEMA, Wall Street Alliance, etc.). In addition, strong candidates will have a consistent track record of giving back to the University.

The Nominations Committee seeks to select those who are most qualified from among the diversity of schools, generations, gender, geographic location, and ethnic background. An important goal of the selection process is to target a Board composition that is broadly representative of the alumni base.