



GEORGETOWN UNIVERSITY
ALUMNI ASSOCIATION

BOARD OF GOVERNORS COMMITTEE DESCRIPTIONS

ALUMNI CLUB COMMITTEE

The Alumni Club Committee is the advisory board for all club business and initiatives, and the conduit for information about Georgetown to its regional communities throughout the country and the world. Committee is comprised of members of the Board and additional club members are appointed or elected to a two-year term by each Alumni Club during an annual meeting. The committee meets during all major Board meetings and as needed throughout the year.

ANNUAL FUND COMMITTEE

The Annual Fund Committee is composed of governors, senators, and selected fund-raising volunteers. It provides strategic, marketing and fund-raising counsel for the Annual Fund effort. The Committee meets during all major Board meetings and as needed throughout the year.

AUDIT AND FINANCE COMMITTEE

The Audit and Finance Committee assists the Treasurer of the Association in the management of the Alumni Association's finances. It manages the investment of the Alumni Association's corporate treasury, including recommendation and implementation of investment strategy, conflict of interest policy, whistleblower policy, document management policy and a policy regarding the use of the investment assets of the Association. It shall also identify revenue sources for the Association and benefit programs to be offered to alumni. The Treasurer of the Association. The committee meets during all major Board meetings and as needed throughout the year.

AWARDS COMMITTEE

Made up of governors and senators, the Awards Committee selects the winners of the John Carroll, Patrick Healy, Apollonian, Founders, Gaston, 1820, Faculty, Young Alumni Service, and Timothy S. Healy, S.J., Awards. The winners are selected from nominations submitted by alumni, members of the Georgetown community, and University staff. The awards are given to alumni and patrons of the University in recognition of their outstanding volunteer service and contributions to the University and/or the Alumni Association. The committee meets during all major Board meetings and as needed throughout the year.

CAREER SERVICES COMMITTEE

The Career Services Committee works with the Director of Career Services to plan and implement a full-scale Alumni Career Services Program. Its charges include the following: the expansion of the Georgetown Career Network, including recruitment and communication with alumni volunteers; the exploration and development of career-based groups; the fostering of mentoring and networking opportunities; the coordination of activities and programs with career services offices around the University; and the employment of technology to advance the career service goals of the Alumni Association. The committee meets during all major Board meetings and

as needed throughout the year.

CLASS ADVANCEMENT COMMITTEE

The Class Advancement Committee is composed of members of the Board and ex officio members are the Chair of each organized undergraduate class or a designated class representative. The committee's mission is to support the class leaders in their roles in communications, events, and fund raising. There is also a strong level of support for signature events - Homecoming and Reunion. Working with the Class Advancement staff, the committee assists in recruiting, training, and providing program support for alumni class leaders. The committee meets during all major Board meetings and as needed throughout the year.

COMMUNICATIONS AND TECHNOLOGY COMMITTEE

The Communications and Technology Committee shall advise the Board of Governors and plan and develop programs regarding the Association's communications, including the use of technology for communication purposes. Of particular focus to the Committee's work is *Georgetown Alumni Online*, the online alumni community, and related uses of technology for communications purposes. The Committee also considers means of bridging the efforts of other Association committees to further shared communications objectives. It meets at Board weekends and periodically throughout the year.

EXECUTIVE COMMITTEE

The Georgetown University Alumni Association Executive Committee is composed of designated officers of the Alumni Association, faculty representatives, and all appointed and designated Board members. The Executive Committee meets regularly throughout the year. It is the policy-making committee of the Board and has the authority to exercise all powers of the Board of Governors in the management of the affairs of the Alumni Association when the Board is not in session. The President of the Alumni Association chairs this committee.

NOMINATIONS COMMITTEE

The Nominations Committee is appointed by the president of the Alumni Association to assist the Board of Governors in nominating new members and the officers of the Association. Each fall, the committee requests that candidates nominate themselves to stand for election to the Board of Governors. The committee meets at the winter Board meeting to review all nominees. Additionally, the committee selects the officers of the Association (President-Elect, Treasurer, and Parliamentarian) to be voted on by the full board.

STRATEGIC REVIEW COMMITTEE

The Strategic Review Committee evaluates the effectiveness of the planning and practices of both the Board as a whole and of its standing committees, largely on the basis of the Board's leadership weekends and of feedback solicited from Board members. The committee also consults with the Board's Executive officers on the planning and execution of the biannual Board retreats. It undertakes periodic surveys of Alumni Association membership to measure the Board's success in serving its constituency and in identifying members' concerns.

ALUMNI BOARDS

DENTAL ALUMNI BOARD

The Dental Alumni Board is composed of graduates from the School of Dentistry and former faculty. It actively serves the needs and interests of its alumni through various activities, communications, events, and fundraising. The Dental Alumni Board meets annually and on an as-needed basis.

MEDICAL ALUMNI BOARD

Serving medical alumni, the Medical Alumni Board meets during all major Board meetings and as needed throughout the year to discuss and review issues that face Georgetown University School of Medicine and its students and alumni of the Medical Center. The Medical Alumni Board is composed of medical school graduates, residency and fellow graduates and student representatives.

LAW ALUMNI BOARD

The Law Alumni Board serves the needs and interests of Georgetown and its law alumni by creating a forum for the exchange of information and ideas relative to the interests and welfare of the Law Center. The Board's primary responsibility is to foster alumni support for the Law Center. It endeavors to organize and promote law alumni activities; foster communications between and among the Law Center and its alumni; be involved in and promote fundraising for the Law Center; oversee alumni events on a regional basis and on a class basis; promote career opportunities for law students; and from time to time, offer advice and counsel to the officers, governors, faculty and staff of the Georgetown University Alumni Association and the Law Center.
