



BOARD RESPONSIBILITIES & EXPECTATIONS

OF THE

UNIVERSITY OF THE INCARNATE WORD ALUMNI ASSOCIATION

BOARD OF DIRECTORS

A member of the Board of Directors is selected to hold the position based on demonstrated involvement, support and commitment to the University of the Incarnate Word. In accepting the three-year term, an individual agrees to fulfill the responsibilities associated with Board membership.

These include but are not limited to:

1. Attending and participating in regularly scheduled Board meetings. Members who miss two consecutive Board meetings will be subject to dismissal.
2. Serving actively on Board committees and task forces as assigned.
3. Becoming a representative and spokesperson in your community for the University of the Incarnate Word Alumni Association. This could involve talking with prospective students and their parents, meeting with other alumni, communicating with area legislators and attending local alumni events.
4. Seeking out and encouraging qualified alumni for the Board of Directors, other alumni activities and alumni awards.
5. Assist the University and the Department of Alumni Relations in identifying, cultivating and involving alumni in areas such as student recruitment, job placement, legislative advocacy, financial support, and fundraising.
6. Assist the University and the Alumni Association in identifying and implementing programming that will enhance the student experience at the University of the Incarnate Word, thus helping mold more loyal alumni.
7. Being familiar with the programs and activities sponsored, organized and coordinated by the University and the Alumni Association and participating in them to the extent possible, including major campus events.
8. Contributing financially to the University each year. All Board Members are expected to be current donors.
9. Offering ideas to help make the Board of Directors and the Alumni Association more meaningful to the alumni constituency and initiating Board activities and initiatives.
10. Being an ambassador, publicist, and advocate of the Alumni Association and the University of the Incarnate Word in both business and social settings.