

**UNIVERSITY OF DETROIT MERCY
ALUMNI ASSOCIATION BOARD**

PURPOSE

Help the University of Detroit Mercy engage its 86,300 alumni through valuable programming and communication across all seven colleges and schools.

GENERAL ROLE DESCRIPTION

Members of the UDM Alumni Association Board are expected to participate (in person or via phone/teleconference) in four full Board meetings per year and Committee meetings as necessary; while also making an annual financial contribution to the University.

As informed ambassadors of the University, members of the Board are expected to encourage alumni participation in Alumni Relations programs and educate alumni, parents, and friends about current programming at University of Detroit Mercy.

Board members will be asked to actively advise on matters pertaining to the Alumni Relations annual plan and Alumni Relations sections of the University strategic plan; while providing input on new and continuing program initiatives. The basic structure of the Alumni Association Board is as follows:

Executive Board

Officers shall be Chair, Vice Chair, Secretary, and Director of Alumni Relations. The Executive Board shall comprise the Nominating and Awards Committee and the Development Committee.

General Membership

Representatives from all seven of the UDM colleges and schools will serve as general membership. Members staff the various standing committees: Admission and Retention, Career and Professional Development, and Alumni Activities.

Standing Committees

Admission and Retention Committee

1. Partner with Admissions to connect with prospective freshman undergraduate students during the recruitment process
2. Participate in Accepted Students Day
3. Volunteer professional profile information for inclusion in Admissions recruitment materials

Career and Professional Development Committee

1. Partner with Career Education Center to expand student resume reviews, on campus career fairs, and job shadowing opportunities
2. Advise on Alumni Relations Titan 10 recent graduate networking programs

Alumni Activities Committee

1. Advise and help implement traditional Alumni outreach activities: Homecoming and AJCU Service Project
2. Partner with the colleges/schools to invite alumni to speak on campus during spring Alumni Week activities (part of UDM Strategic Plan)

Nominating and Awards Committee

1. Help develop portfolio of possible Spirit of UDM: Alumni Achievement Awards honorees, for review by President and Board of Trustees
2. Identify, qualify and research future candidates for the Board, while developing succession plan for Board membership

Development Committee

1. Advise the Office of Annual Giving on President's Cabinet initiatives
2. Offer feedback and insight on general University Advancement fundraising plans