SIU Alumni Association
Board Orientation
Orientation Agenda

- Welcome
- Self Introductions – Get to know each other
- Brief Review of AA History
- Agenda
- Board Structure and Responsibilities
- Committees and Expectations
- Open Q&A / Discussion
The SIU Alumni Association:

Largest and oldest organization at SIU;

*Established in 1896* by a group of students who wanted to continue their involvement with their alma mater after graduation. The *first recorded meeting was held on June 10, 1896* at Southern Illinois Normal University (the original name of our alma mater).

Meeting Agenda

- Roll call
- Review (approve) minutes from previous meeting
  - Chancellor's Comments
  - Association President's Comments
- Executive Director's Report
- Vice Chancellor’s Comments
- SIU Foundation Representative Comments
- Review (approve) Financial/Investment Reports
- Committee Reports
- Old Business
- New Business
- Announcements

Board materials are posted to Board Intranet prior to meeting date
Executive Committee:

President
President Elect
Immediate Past President
Vice President (2)
Treasurer
Secretary
Directors at Large (2)

Legal Counsel: Huffman, Gilbert, Prosser, Hewson, and Barke
Board Structure

Directors at Large (12)

College/Professional School Directors (10)

- Agricultural Sciences
- Applied Sciences & Arts
- Business
- Education & Human Services
- Engineering
- Liberal Arts
- Mass Communication & Media Arts
- Science
- School of Law
- School of Medicine
Board Structure

Ex Officio Directors  (*non-voting members*)

Student Directors
- Student Alumni Council
- Undergraduate and Professional Student Council
- Undergraduate Student Government

Administration
- Board of Trustees (+ 1 alternate)
- Office of the President
- Chancellor

SIU Foundation
Congress passage of Sarbanes-Oxley Act and the Association status as a 501 (c) (3) not-for-profit results in current flow-down requirements:

- Board of Directors is responsible for internal controls over recording and reporting financial transactions

- Ensuring “transparency” in related activities
Financial Review*:

Illinois is among the states which now require:

- Annual filing of Form IL-990
- Require information related to Board Members and business relationships between them and the University

- Review and approve the Federal 990

- Ensure organizational assets are:
  - Protected from theft or misuse
  - Expended only for the charitable purposes for which the ‘corporation’ was organized

*Ex-Officio members are not held responsible for financial obligations
Board Responsibilities

- Must be a current member of the Association
- Must be an alumnus of SIU*
- Attend both annual meetings in Carbondale:
  - Friday of Homecoming Weekend (October)
  - Last Saturday in April
- Orientation

*Bylaws may dictate specific ex-officio appointments may have different requirements
Board Responsibilities

- Attend Association events
- Act as ‘eyes and ears’ for the University and Association
- Advocate for the University and the Association
- Familiar with Board Intranet: bylaws, master contract, minutes, policies, general information
- Fiduciary responsibility*
- Must be a current member of the Association - Promote membership

*Does not apply to ex-officio members
Association Committees

- Audit
- Communications
- Evaluation of Executive Director
- Investments
- Member Services
- Nominations
- Policy and Organization
- Scholarship
- Student Relations
- College/Professional School
- Sponsorship
Committee Responsibilities

- **Expectations of the Chair:**
  - Call meetings and establish the agenda
  - Assign tasks to Committee Members
  - Establish a secretary for the Committee
  - Ensure the mission of the committee is maintained
  - Provide a report of committee activities to the Board

- **Expectations of the Members:**
  - Attend meetings
  - Complete tasks as assigned by the chairperson/committee
  - Contribute to discussion at committee and Board meetings
  - Ensure the mission of the Committee is maintained
Conclusion

Thank You!