

**UCLA Alumni Association**  
Board of Directors Meeting Minutes  
September 18, 2016

**Present :** Christine Simmons (Chair), Valerie Aenlle-Rocha, John Arboleda, Mitra Best, Vito Constanzo, Dave Crawford, Manjari Daniel, Debra Fong, Eve Glatt, Derek Hu, Eunice Jung, Craig Kaplan, Salvador P. LaViña, Regent-designate J. Alberto Lemus, Sally Lew, Cheryl Lott, Jaime Nack, Lynn Nomura, Lisa Quateman, Ruthie Flores Retana, D'Artagnan Scorza, Eric Shaw, Paul Shurgot, Julie Sina (AVC, Alumni Affairs), Jose Villalobos, Ann Wang, Natalee Ellars (staff)

**Absent:** David Choromanski, Jenn Hyman      **Guests:** Gloria Ko, Adrian Meza, Patricia Nguyen

**Call to Order and Review of Minutes**

- Chair Christine Simmons welcomed the Board, in particular the new Directors, to their first meeting. Board minutes from the June 4 meeting and the September 6 teleconference were approved with a note to include Eric Shaw in the attendance section. Board discussed and agreed to allow for more time for discussion during teleconference sessions. Motion made, seconded and approved unanimously.

**Alumni Scholarship Steering Committee Update**

- Chair Simmons introduced Valerie Aenlle-Rocha, Alumni Scholarship Steering Committee Chair, to present an update on the Alumni Scholarship Steering Committee activities. Aenlle-Rocha provided an overview of the Alumni Scholarship program and urged board members to attend the Fall Reception on October 16 to students better understand the connection to the program. A number of changes were made to the program which include 1) an increase in transparency; 2) creating one standardized application for the Freshman and Bunche Scholarships instead of separate forms for each; and 3) George Brown will have a more direct role in the steering committee.
- Aenlle-Rocha encouraged board members to participate in the mentor program to give students leadership and life experience opportunities.

**Bylaws**

- Salvador P. LaViña, General Counsel, gave a brief overview of his background and distributed handout materials which include four specific bylaw topics: 1) Is the secretary part of the executive committee? 2) Should general counsel and secretary positions be non-voting? 3) What is the policy for filling board vacancy? and 4) What is the composition and voting rights for various committees? The handout details his research and recommendations on these topics. A discussion ensued and it was determined that considerations will be presented to the Governance Committee.
- Chair Simmons stressed that the goal is to stay in compliance, be transparent, and not be restrictively specific; be as impactful as possible.

### **Audit Update**

- Adrian Meza, Alumni Affairs Budget Director, updated the board on the current status of the audit process. In late October, Moss Adams will present the Audit Committee with a draft of the audit findings for review and response. At the full board meeting in December, Moss Adams auditors and Carrie Brenner, the chair of the Audit Committee, will present their findings and then make a recommendation to approve the audit at that time.

### **Strategic Planning Task Force**

- Chair Simmons proposed to form a Strategic Planning Taskforce. She referred to the draft in the distributed document for review. Chair Simmons called for a motion to be made (and seconded) to approve the formation of the Taskforce. Motion was approved unanimously.

### **Career Advisory Committee Update**

- Chair Simmons introduced Derek Hu to provide an update on the Career Advisory Committee. Hu asked the board to review the draft guidelines distributed in the handout materials and then asked for board members to join the committee with the goal of getting five but preferably twelve participants. Chair Simmons gave her thanks for the update.

### **Committee Breakout Sessions**

- Chair Simmons asked the board members to assemble by committee with the intent that by the end of the breakout session they would share their action plans and goals for the year.

### **FY 16-17 Committee Goals**

- Chair Simmons asked the committees to present their goals to the board.
- Lisa Quateman reported that the Nominations Committee's goals will center around choosing next year's director class and the process for appointing officers to other campus organizations. Current officers are serving a two year term. Natalee Ellars will assist this committee.
- Lisa Quateman reported that the Governance Committee's goals are 1) to review the Alumni Regent appointment process; 2) to engage in best-practices discussions; 3) to determine whether or not to recommend modifications to the bylaws; 4) to stay current with policy and procedure updates; and 5) to ensure that everyone receives and signs a Conflict of Interest Policy. She asked to recruit additional members to the committee.
- Paul Shurgot reported that the Finance Committee's goals are to develop a long-term sustainable plan in conjunction with the Strategic Planning Taskforce understanding strategies and prioritizing initiatives.
- The Diversity Advisory Committee's goals are 1) to lay out support services for students; 2) to develop criteria for identifying issues that require taking a firm stance; 3) to create co-programming; 4) to support student recruitment and retention; and 5) to be proactive.
- The Career Advisory Committee goals are 1) to formalize the mentorship program; 2) to task the Alumni Association with creating a platform for engaging campus departments to recognize the value of Alumni; 3) to enhance some of the Affinity Groups by career type; 4) to work with students to host career forums; and 5) to offer complimentary LinkedIn photos.

- Chair Simmons reported that the Strategic Planning Taskforce goals are 1) to have an established committee by the end of September; 2) to have concept paper with action items by October; 3) to report and ask for feedback on the concept paper to the board in November; and 4) to have a draft plan for December.

### **Regent Meeting Update**

- J. Alberto Lemus, Regent-designate, discussed the major items on the Board of Regents' agenda for the next few years which include the overall budget (state support); ongoing reduction of federal research funding; and additional financial challenges regarding the UCRP retirement plan.
- Lemus stated that due to the current state of the overall budget, the Regents are considering a 2.5% annual increase on in-state student fees and a 5% annual increase on out-of-state student fees.
- Lemus discussed ongoing pressures surrounding the investment policy. Chair Simmons asked Lemus to share the current guidelines on corporate partnership and to keep the board abreast of future discussions. Sina offered to email the board two distinct sets of guidelines: 1) Investment Policy Statement for the UC found on the Board of Regents website and 2) The UCLA Foundation Investment Policy Statement.
- Lemus mentioned that the Board of Regents entirely reconfigured itself. A new committee on external affairs covering the areas of government relations, alumni relations and the foundation has been formed.
- Lemus added that Chancellors of most UC campuses are interested in the areas of career and diversity programs, how they are managed and how they have improved.

### **Meeting adjourned by Chair Simmons**