

## Alumni Engagement Committee

### Description

The Alumni Engagement committee **develops and maintains the strategy set by the FSAA board** for FSAA's alumni programs to align with the mission of the FSAA, the interests of the alumni, and the Foundation.

- Oversee the programs and communications that engage alumni and manage subcommittees or task forces that execute the programmatic work as needed.
- Work with any subcommittees to set strategy, tactics and key performance indicators to ensure that subcommittees work towards achieving goals. Goals should be measured *at least* quarterly and reported to the FSAA board. Current subcommittees include:
  - [Professional Development Programming](#)
  - [Community Service Project](#)
  - [Online platform and Mentoring](#)
- Communicate with FSAA's membership about the process the board is undertaking to deepen its value for alumni and ways they can be involved in the process.
- Recruit general members for participation on subcommittees or working groups.
- Evaluate communications and guide outreach efforts to expand the FSAA's reach.
- Evaluate programs annually, recommending addition or removal of programs as needed.
- Engage in trainings or professional development as necessary to build knowledge and skills need to achieve goals.

### Commitment

**Term Lengths:** One year minimum, two years preferred.

**Meeting Frequency:** Not less than quarterly, more if needed.

**Meeting locations:** Online or conference call.

**Absences:** Joining a committee is a professional commitment and it is assumed that members will make every effort to attend each meeting. If a committee member misses two consecutive meetings, they may be asked to affirm their commitment to serving on the committee and ensure future attendance and participation.

### Committee Chair Responsibilities

The Committee Chair will set the agenda for quarterly meetings, assign action items at meetings, address training needs for committee members, if any, and report on the committee's work to the FSAA Board of Directors at quarterly meetings about the progress on projects, recognition of committee members, highlights of what's going well and committee requests or proposals to be voted on by the FSAA Board of Directors.

