



UCR Alumni Association Board of Directors Statement of Expectations and Responsibilities

General Responsibilities:

Promote the vision, mission, goals and objectives of the UCR Alumni Association on and off campus in an effort to enhance the relationships between UCR and all its alumni through services and programs, and to assist the university in its quest for excellence.

Qualifications:

- Degreed alumnus/alumna of UC Riverside
- Be a member in good standing (preferably a life member) of the UCR Alumni Association for a minimum of two years.

Requirements of Board Members:

- Attend quarterly board of directors' meetings. Meetings are usually held in November, February and May from 3 – 6 p.m.
- Attend annual summer board of directors' retreat; typically held Friday evening through Saturday afternoon.
- Serve on and participate in the quarterly meetings for at least one standing committee of the board and on task forces as assigned.

Expectations of Board Members:

- Support the mission of the UCR Alumni Association and carry out its priorities.
- Represent the alumni body at-large and serve as a liaison between the university and the alumni community.
- Provide guidance and direction that ensures the association remains a dynamic and efficient organization.
- Promote UCR Alumni Association membership to alumni who are not members.
- Commit to annual financial support of UCR that might include gifts to the UCR Alumni Association Scholarship Endowment or other UCR philanthropic programs.
- Serve as an advocate / ambassador for UC Riverside.
- Attend the Chancellor's Dinner.
- Attend two additional association and/or university events (such as, but not limited to; homecoming, SAA career conferences, chapter activities, dinners with alumni, etc.)

Meeting Attendance and Conduct:

- Attend board meetings and any special board or task force meetings that might be called. Directors with unexcused absences from any two meetings of the board over the course of the fiscal year shall be excused from service.
- Board members are expected to underwrite their own participation including transportation and lodging. The association provides meals and parking for board meetings.

Conflict of Interest

- Follow conflict of interest and confidentiality policies.
- Do not use membership on the board for personal gain.

Term of Office:

- Serve for a two-year term, renewable up to three consecutive terms without having to reapply.