X z

**Ross University Veterinary Alumni Association Action Committee**

**Meeting Agenda w/notes**

**June 9, 2022 8 pm**

**Teleconference**

1. **Approval of minutes:**

2. **President’s report**:

3. **Committee Reports:**

 ***Events and Chapters Committee:*** Mickey, Dianne, JP Mickey is chair.

 Where do we stand with Funky Buda Brewery and Everglades excursion events?

Vendors/Companies to help support events?

How can we recruit chapter leaders to promote different regional events?

 ***Leadership Committee:*** Mark, Alex, Kim Alex is chair.

 -JP and Alex had met and exchanged different ideas for the Mentorship Program, they had discussed the thoughts of providing a mentorship zoom call for our new grads monthly and the possibility of setting up direct mentor partners for new grads to reach out to.

 -Further mentorship options were discussed, and it was brought up that Ross was in the process of setting up a program- **Colleen** to report on for next meeting, and we were going to compare corporate Mentorship Programs to help promote an enhance the present Ross program.

Colleen to report on data from corporate mentorship survey.

 Did Ross mentor program go live? Was scheduled for end of May.

 -Program to have mentor match survey which will run through the site, add monthly rounds

 and other educational materials and having more CE meetings

***Engagement and Awards Committee:*** Nejla, Brian, Nisha Nisha is chair

 ***Report from last meeting and the meeting minutes is included below with highlighted areas in red or any other items for possible discussion….***

Engagement and Awards Committee – Update and Future Agenda Items

As discussed in the March 2022 meeting, our committee has submitted a list of social media post ideas. We have planned to submit 4 posts at the beginning of each month from that list to be scheduled to be released once a week. Colleen will be procuring an Instagram page just for the RUSVM AAC so we may be able to add our official #RossVetAAC tag to them.

Moving forward – we have scheduled a meeting with Susan for April 27th at 7:00 am PST. At this meeting our goal will be to establish our committee’s role within the Empower Scholarship Fund. We also want to see the application for the scholarships as well as the guidelines for the LOR and essay. We will discuss with Susan if the other AAC Committee members are eligible to review scholarship applications. We hope Susan will give us ideas on how best to partner with other subcommittees to generate more income for scholarships – especially if we are aiming to offer 2 scholarships per year.

We believe it will be beneficial to have a meeting with Susan that includes the Events Subcommittee in the future (probably after the May meeting). Once Events can organize fundraising opportunities – we can draft social media posts to raise awareness and engage alumni.

For the next meeting we would like to clarify the following agenda items:

• Mentorship – is there a duration for these mentorships or a come and go as you please model? How formal will the mentorship be? Will the students/alum be assigned to each member participating in the mentorship program? Will this be open only to alum or allowing 4th years?

• Portal – any updates

Meeting with Susan Rasmus on April 27th, 2022

Background:

 Susan Rasmus – Director of Empower Scholarship Fund

 ESF encompasses all Adtalem scholarships, 10 of which are RossVet scholarships

 RUSVM Alumni Action Council Scholarship is one of the10 RossVet scholarships under ESF

 Application Review Process - Currently 3 persons assigned to reviewing applications for the AAC Scholarship (Colleen, Brian, and Nisha). More reviewers could be added if required.

 AAC Engagement Committee (EC) responsible for

 Assisting with stewardship of the alumni who donate to the ESF

 Content for newsletter/magazine/alumni communications.

 Reviewing and selecting award honorees.

**Objective:**

 Consultation between Engagement Committee and the Director of ESF on

 Ensuring sufficient funds are supplied to the RUSVM AAC Scholarship for Fall 2022 (need fund in place by August)

 Determining whether any modifications should be made to the application process (qualification categories, number of reviewers, marketing strategies, etc.)

 Identify next steps.

Discussion Summary:

 AAC Scholarship Fund currently depleted

 EC to assist Susan in

 Making sure the scholarship is administered

 Reviewing applications

 Reviewing the process and determining if we want to revise anything, change questions, drop video, etc.?

 Make sure the funds are there for the Fall cycle

 Scholarship Application

 EC requests to see the “rest of the application” – i.e. what the students and letter writers for recommendation are getting (what are they being asked? Are they aware that they get points for describing a financial need?)

 EC advises that requirement for financial need to be either less weight bearing on the application or for it to be better communicated to applicants

 Susan explains that a blanket application is used for the five different universities (of Adtalem), therefore there is room for customization. For example, the letter writers for ross vet is most connected to the applicant compared with other schools. This is incentive to cater the weight of the letter and essay as 50:50. We may also add a third category such as volunteer experience to list out all the clubs and activities.

 A tip sheet was provided to applicants this year, which helped improve applications from “generic” to more “personal” responses. Rubric is not provided to applicants but could be an option.

 EC supports providing tip sheet only.

 We could include however many reviewers we want but need to provide the number of reviewers to the system prior to the start of review process. Susan can provide AAC with number of applications on last day, and AAC could determine number of reviewers.

 EC advises to keep current system (each reviewer to score all application with average score taken).

 How to engage donors and raise funds?

 Currently:

 Job fair – waiting to learn how much (if any funds) raised for AAC scholarship

 Mascot competition (raised funds for ESF?)

 5k Run (coming up in July)

 Although it is for ESF, it has a Ross vet team

 Aiming to establish an AAC team (Susan suggested we could also replace the Ross Vet team with an AAC team)

 There is urgency to establishing AAC team, but it requires the hashtag and social media presence (waiting on Colleen to report on this)

 Also need to determine ways to engage runners virtually (e.g., prior to going on the run)

 Susan could provide an AAC homepage customized with link to promote in social media (to make it easy to get people involved)

Events committee to be included in next steps

 Promoting the AAC Scholarship

 How to get alumni to donate?

 Committee advises against “direct” requests for donation from alumni (e.g. emailing a link asking to donate)

 Alumni to be engaged via “nostalgia” as the primary incentive

 Events (in person or virtual)

 Silent auction (virtual platform available)

 But must be mindful of recent unfortunate fundraising mishap

 Featuring in magazine/newsletter

 Include blurb from previous winners as well as the application reviewers

 Engage alumni in the application review process (Susan commented that many alumni tend to become donors after reading scholarship applications)

Action Items:

 Nisha and Brian to provide a blurb directly to Susan on “their experience reviewing scholarship applications” – To be featured in next alumni magazine with blurb/feature from scholarship winners

 EC to set up meeting with Events Committee and Susan to discuss 5K run and other fundraising events

 Susan to provide EC with the scholarship application questions and tip sheet for the Essay and Letter of Recommendation

**What we came away with at last meeting from Engagement and Awards Committee:**

* There is a need for scholarship reviewers, each will need to review 4-5 candidates
* Ideas for live 5K locally with virtual option and potential silent auction
* Question came up about whether Council is covered under Ross liability
* Pair Events and Chapters committee w/Engagement and Awards to help raise funds

4. **Old business:**

 -Any more developments with the WIVC? Sponsors, speakers, fund raisers for the

 Empower Scholarship etc. Was ER speaker attained?

 -Alumni awards: 2 awards (Rising star for newer grad and Distinguished Alumni for more

 experienced grad)

 -Colleen sent out the Alumni awards link to be reviewed and put into action ASAP

<https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fform.jotform.com%2F200075010227841&data=05%7C01%7Ccglenney%40rossvet.edu.kn%7C8142f253fb214b55c52208da47c762c8%7C97fb1a0766ed498398cd2b41977edc25%7C0%7C0%7C637901218948959216%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=xCQhD5DzaAnwcgV5u8t1MHAGbB%2BIW6B973%2B%2BfYgVq%2Fo%3D&reserved=0>

 -Graduation weekend

 -Distinguished Alumni Award to be presented to Moses at either dinner with Alumni

 group and/or in public, Dianne to contact Moses and see what he prefers.

 -Colleen to report on adding meeting notes to our social media and web site.

 -AVMA Convention in Philadelphia July 29-August 2, Susan Rasmus or 2 members

 of AAC to attend and host, to be determined.

5. **New Business:**

 -Ross Facebook admin to be contacted by the AAC, hopefully we can be

 reinstated and no longer be banned.

 An e-mail was drafted and will be sent via Facebook messenger to the admins of the Rossie Vets

 *Admin group: Harvey Atherton, Christine Buinner, Scott Gydos, Lori Arrison- Mathews*

 *and Gary Rider*

6. For Next Meeting:

7. Adjournment: