

# **Board of Directors Position Requirements and Process**

This year's process will begin with a call for nominations beginning February 5, 2018. Applications will be accepted through Friday, March 30 and candidacy will be reviewed by committee. The committee is comprised of current and past board leadership. Top candidates are asked to participate in a series of phone and in-person interviews. A slate will be recommended and presented to the Cal State Fullerton Alumni Association's Board of Directors at their June 1 meeting.

The term is July 1, 2018 - June 30, 2020.

Candidates can self-nominate or may be recommended by persons within the CSUF community such as faculty, staff, alumni, emeriti and students.

#### **Cal State Fullerton Alumni Association Board of Directors**

The Board of Directors meets four times annually; this includes one weekend planning retreat. Meetings typically occur on a Thursday evening from 5:30 p.m. - 8 p.m. in the months of August, January and June. The one-day weekend retreat is typically held in August.

### **Applicants must be:**

- CSUF alumni with degree status
- · Current CSUF Alumni Association Member
- Previous participation in or experience with CSUF and/or Association programs & service (preferred)

The Association Board is comprised of up to 20 alumni members. Representatives from Associated Students, Academic Senate, the Executive Director of Alumni Engagement as well as the University President or his/her designee serve as ex-officio members.

#### **Board members serve to:**

- Oversee budgets and ensure fiduciary responsibility for the 509(a)(1) non-profit organization
- Represent the Alumni Association, act as informed and engaged ambassadors to the university and identify Association activities
- Help identify the Association's current issues and priorities as they pertain to the overall university mission
- Actively participate in all board meetings and serve as representatives at various university or community functions
- Identify and cultivate volunteer leadership
- Encourage Association membership and help promote the benefits of membership
- Donate, at their discretion, to the CSUF Alumni Association Student Scholarship Fund
- Attend the CSUF Alumni Association's Vision & Visionaries Alumni Awards banquet

Members of the Alumni Board of Directors are required to participate in no less than three of our four quarterly board meetings. Members are also invited to participate in Strikeforce meetings that focus on special topics or projects directly related to the strategic plan of the Cal State Fullerton Board of Directors. Those meetings and topics will vary from year to year.

In addition, board members may participate in standing committees such as: Finance; Scholarship Selection; Awards Selection and others.



# **Candidate Information Sheet**

Name (Last, First, Middle):	
Name while attending CSUF (if different):	
E-mail address (preferred):	Graduation year(s):
Major(s)/ School(s):	
Home address:	City: State: Zip:
Home phone: Cell phone:	
Company name:	Work title:
Brief description of your job responsibilities:	
Business address:	City: State: Zip:
Business Phone:	Business Alternate:
Directors at Large are encouraged to serve on at least? Please indicate your interest for each committee below	
☐ Marketing ☐ Finance ☐ Programs ☐ Clubs & Student Outreach <b>S</b>	<b>Special Committees:</b> ☐ Advocacy ☐ Scholarship Selection ☐ V&V Nomination

## On a separate sheet of paper, please provide a brief response to each of the following questions:

- What special qualities and/or expertise would you bring as a member of the CSUF Alumni Association Board of Directors?
- Please list any past or current affiliations with CSUF
- Considering all of your contributions to Cal State Fullerton what are you most proud of and why?

Submit your completed application including your short answers and a copy of your resume directly to the Cal State Fullerton Alumni Association **no later than Friday, March 30 - Attn: Board Nominations Process**