

ALUMNAE ASSOCIATION OF MILLS COLLEGE
BOARD OF GOVERNORS MEETING
FEBRUARY 13, 2013
6:30 – 9:00 PM
REINHARDT ALUMNAE HOUSE

I. CALL TO ORDER AND WELCOME

President Linda Jaquez-Fissori called the meeting to order at 6:39 PM. There were 18 members in attendance.

Those in attendance and constituting a quorum were:

President: Linda Jaquez-Fissori.

Vice-Presidents: Michelle Balovich and Jennifer King

Treasurer: Lucy Do.

Board Members: Darice Balabanis, Lilly Sahagun, Viji Nakka-Cammuf, Pierre Loving, Diane Ketelle, Marge Nicholson, LaKimbri Brown, Rita Stuckey, Rina Faletti, Cynthia Guevara, Rebecca Freeman (ASMC).

Alumna Trustees: Diana Odermatt and Gayle Rothrock. Alumna Trustee Julia Almanzan appeared by telephone.

Absent was: Bianca D'Allesandro.

Guests: Lynda Campfield '00, MA '02, Senior Director of Alumnae Relations Laura Gobbi.

II. REPORT: PRESIDENT ALECIA DECOUDREAUX

The meeting began with President Alecia Decoudreaux updating the Governors since her last visit with the group in December. Decoudreaux expressed her gratitude to many and started with Brian O'Rourke, Vice-President of Enrollment Management, who would be making a presentation to the Governors later. Decoudreaux's cabinet is almost completely staffed; she recently hired Eloise Stiglitz as Vice-President of Student Life. There is one position left to fill, Provost. The search is underway and interviewing is scheduled to begin soon.

Decoudreaux was pleased the Governors had invited the student scholarship recipients to the pre-meeting dinner. Decoudreaux gave kudos to Cynthia Guevara and the Alumnae of Color Committee for their splendid events, especially the upcoming jazz evening at Reinhardt House and was honored they had established a scholarship in her name. Decoudreaux also thanked Treasurer Lucy Do for facilitating the upcoming trip, Waterways of Russia.

Decoudreaux continued with her report on the state of the college. The financial picture is better; more alumnae are giving to the annual fund. The Vice-President of Finance

understands the business model Decoudreaux promotes in her 5-year business plan. The payout from the endowment is slowly declining but the withdrawals are essential for the meantime. The cabinet is considering a variety of measures and the budget will be presented to the Board of Trustees in May. She continues to look for ways to cut, save and generate revenue. When Decoudreaux met with the faculty they had some great ideas; a January term, summer programs among them. The cabinet is working to increase enrollment and participation rates of contributions from alumnae.

The works continues on the Strategic Plan. The strategic planning consultant is on campus this week meeting with students, faculty and staff. The Strategic Planning steering committee is looking for themes from the committee reports and will have a financially viable plan in May to present to the Board of Trustees for their approval. The Strategic Plan is available to all to see on the Mills website.

III. PRESENTATION BY BRIAN O'ROURKE, VICE PRES. OF ENROLLMENT MANAGEMENT

Diana Odermatt introduced Vice-President of Enrollment Management, Brian O'Rourke. O'Rourke started with telling the Governors his areas of responsibility as his position is new. He oversees undergraduate and graduate admissions, financial aid and accounts, and the the customer service component of the M Center.

O'Rourke then went on to relay some recent statistics about admissions. Final enrollment tally for 2012 was 1546. There has been 7% growth in enrollment since 2007. The 5-year growth plan is 28% by 2017-2018. Mills had the largest incoming class for the past 50 years with 97% of them returning for the spring semester. O'Rourke credits this to the financial aid approach. 46% of the students are Pell grant high-needs students. 25% are first generation college attendees. The average GPA was 3.59. There are 603 students in graduate programs, 308 came in fall 2012, 28 new in spring 2013, mostly MBA and music. The applications for fall 2013 are tracking right where they should be. O'Rourke is adamant they will not compromise admissions standards to increase enrollment. The upcoming freshman class has a GPA of 3.8. 48% of the student body are students of color, 95% receive financial aid, 93% receive their aid from Mills, 32% are Cal Grant students. O'Rourke is concerned that the gradual reduction in the level of the Cal Grant will have an impact on future classes; he is not certain how long Mills can cover the shortfall. Mills gives \$22M per year in financial aid.

Retention of students is a big concern, 76-80% retention fall semester to fall semester, should be 90%. In exit interviews with departing students, they frequently cite finances as the reason they are leaving. In related news, Mills is actively recruiting foreign students. 70 alumnae admissions representative hosted 10 summer send-off events.

IV. BREAK

Meeting called back to order at 8:02 PM

V. APPROVAL OF MINUTES

The minutes from the December 12th meeting had been provided to the Governors in advance of the meeting. Governor King made a motion to approve the minutes, seconded by Governor Faletti. Minutes approved.

VI. REPORTS

In an effort to save time, all Governors had been provided committee reports in advance of the meeting.

President's Report (report provided in advance of meeting):

President Linda Jaquez-Fissori wanted to remind the Governors of the board retreat on Saturday March 23rd. Executive committee members Marge Nicholson and Michelle Balovich have been creating talking points, reviewing the goals for last year and setting goals for next year. 5 Governors are going off the board at the end of the fiscal year; Jaquez-Fissori would like to focus some time at the retreat on what we've learned as Governors. Jaquez-Fissori was able to attend an event with the Seattle AAMC and thanked former Governor Lynda Campfield for donating airline miles to reduce costs to the organization. Jaquez-Fissori reported that the Donna Hunt scholarship was \$10486.00 for the two recipients, the balance in the fund is \$172,312.00. The AAMC scholarship was \$40543.00 for two recipients, the balance in the fund is \$666,265.00. The Alumnae of Color scholarship was \$11400.00 for one recipient.

Treasurer's Report (report provided in advance of meeting)

Lucy Do reported AAMC total expenditures to date \$16K out of a \$45K budget. \$15K was moved from the investment account to the checking account for expenses. Do would like committee chairs to start giving her their projected budgets for 2013-2014 with a deadline of March 15th. The endowment has grown \$100K since the beginning of the fiscal year and Do would like to keep building the endowment to provide more scholarships. The AAMC financial advisor, Mark Curtis, came to speak at the last finance committee meeting, he recommended some fund changes and we have gone ahead with his recommendations. Curtis has a colleague from Wellesley who has knowledge of women friendly governments and some investment suggestions in that regard. Do also asked that when a Governor makes a donation in kind that she be made aware so that she can record it in QuickBooks and let the college know as well.

Report from Alumnae Relations (report provided in advance of meeting)

Laura Gobbi reported that the highlights of her presentation were in the paper report. Gobbi was pleased that so many volunteers in the top tier regions have stepped up with hosting events, 30 so far this fall. 6 more yield events scheduled. On March 11th Lisa

Hammond, Director of Career Services is coming to speak. In May they will be aligning the Office of Institutional Advancement's 14 goals with those of AAMC. They are interviewing to fill one last position.

VII. RESOURCE DEVELOPMENT (report provided in advance of meeting)

Jennifer King updated Governors on note card project. 2 completed drawings, Mills Hall and Orchard Meadow. Waiting for next two drawings and then will move forward with having note cards ready for sale by April 1st. The Salsa under the Stars event has been determined to be impractical as a fundraiser; the Resource Development Committee will come up with another idea. The eucalyptus t-shirt project is moving ahead, Vice-president King circulated a sample t-shirt to the Governors. This one was 30% cotton and 70% bamboo and had a nice feel to the fabric. Vice-president King provided a proposal from You Name It Productions and asked approval to spend \$2300 to move forward. The committee anticipates the t-shirts will be ready by April 1st. The motion to approve \$2300 expenditure was moved by Treasurer Do, seconded by Vice-President Balovich, vote taken, motion passed unanimously.

VIII. NOMINATING COMMITTEE (report provided in advance of meeting)

Diane Ketelle reported the names of the three candidates for alumna trustee, Melissa Stevenson-Dile '91, Judith James '74 and Christine Hannon '94. Ketelle went on to say there will be many vacancies on the board and the selection of a new board president needed to occur. The nominating committee put forth the name of Lucy Do for next AAMC president. Vice-president Balovich made the motion to approve Lucy Do as AAMC President, Vice-president King seconded. Vote taken, 17 ayes, 1 nay, no abstentions, motion passed. Ketelle reported that the next steps are selecting a vice-president, treasurer and other board members, forward any potential candidate names to Ketelle. The nominating committee will continue working on getting the board filled.

IX. RECOMMENDATION OF BY LAWS CHANGES

Linda Jaquez-Fissori provided the recent changes recommended by the by-law committee. The board of governors had previously received most of the changes at the December board meeting. Article IV had language about the requirement of a CPA audit removed. Treasurer Do reported that an organization with a \$45K per year budget did not have any requirement for an annual audit as an audit costs \$20K, There was concern by removing the language entirely it would tie our hands should we want an audit or review. Suggestion was to add to the item ii sentence "and when the board of governors deems it necessary they shall engage a CPA to review the financial books and systems". Article IX had language about tax returns, it was suggested that as they appear to be public record they can be posted on the AAMC website. Remove the "such" in second sentence, second paragraph. At the December board meeting the role of regional

governor was discussed and the by-laws had been adapted to reflect that change. Trustee Almanzan reported that she is working on a new branch liaison committee based on the work and job description of regional governor. Treasurer Do made a motion to approve changes to by-laws, seconded by vice-president King, vote taken 10 ayes, 2 nays and one abstention, vote passed. The March edition of the Eucalyptus will have mention of the by-laws changes, Jaquez-Fissori will send an e-letter in April and the official vote will take place at the annual meeting in May.

X. ALUMNAE STUDENT RELATIONS

Viji Nakka-Cammauf reported that Pearl M dinner is coming up on April 23rd. April 10th Heritage dinner with movie *It's a Girl*. May 14th the AAMC will once again be preparing snacks for finals between 6:00 and 9:00 PM at Reinhardt House. International Events this spring with an event honoring Hon Liu. Send Pearl M nominations to Governor Nakka-Cammauf.

Meeting adjourned 9:45 PM

Submitted February 15, 2013 Lesli MacNeil