

**AAMC Branch/Club Liaison Committee**  
**Fourth Quarter, 2013 Report**

**Mission:**

Build a strong, active global network of Mills alumnae who have positive feelings about Mills College and the AAMC Board of Governors by establishing a mutually beneficial relationship between the AAMC Board of Governors and the regional branches/clubs. The Board of Governors will continue to partner with the Alumnae Relations field staff, as well as establish our own relationship with the branches/clubs.

**Meeting Dates in Last Quarter:**

10/16/13; 11/11/13

**Scheduled Meetings Dates in Next Quarter:**

To be scheduled. We will utilize telephone conference calls.

**Committee Chair(s)/Members (to date):**

Chair, Marge Nicholson. Members: Pam Sufi and Marina Simenstad.

**Strategic Accomplishments:**

1. We drafted an initial email introducing the committee to contacts of the branches and clubs. AR field staff has given us an updated contact list with emails. The reach-out program will be launched in January, 2014.
2. We provided an overview statement about AAMC for the DC club's newsletter (in response to their request).
3. We researched selected alumnae/i association websites for information about their relationships with their chapters. We looked at handbooks prepared by the alumnae/i associations detailing topics like starting a chapter, suggested guidelines and procedures, ideas for events; ideas for connecting with and supporting students, finances, chapter awards, and other best practices.
4. Marina Simenstad followed up with members of her 1968 class who attended reunion to discuss their experiences in branches and clubs.

**Action Items In-Progress:**

1. We are collaborating with the Communications Committee and some members of the Executive Committee to revise the AAMC Talking Points, building on the Talking Points developed at the spring 2013 retreat. The Talking Points are designed to be used by BoG members travelling to areas with AAMC clubs or branches, but will be useful in other situations where we want to talk about AAMC.

**Action Items Pending:**

1. Working with the Communications Committee and other committees as needed, we will establish regular communication between the BoG and the branches/clubs as well as among the branches/clubs. Following our January email launch, we will do individual follow-up telephone calls to contacts of the branches and clubs, discussing these questions:

- Do you have suggestions for the best ways to establish regular communication between the BoG and branches and clubs?
  - What do you think are the best ways for the BoG to learn more about your priorities and activities and for us to share about our priorities and activities?
  - Do you have suggestions on how the BoG can facilitate discussion of best practices among the clubs and branches?
2. We will recruit additional members for the committee.
  3. Working with other Board committees as needed, we will take steps to increase participation of alumnae through branches/clubs in nominating and electing alumnae trustees, encouraging nominations to the Board of Governors, making Alumnae Award nominations, and the like.
  4. We will encourage members of the BoG, while travelling, to visit branch and club steering committee meetings and activities. Working with others as needed, we will finish Talking Points for Board members to use. We will explore the feasibility of developing a tracking system for visits, and a way to document/disseminate key information from the visit.
  5. Working with the Communications Committee and other committees as needed, as well as Alumnae Relations staff, we will explore collaborating on an alumnae handbook for use by the chapters and clubs.

**Expenditures in Last Quarter:**

None

**Planned Expenditures in Next Quarter:**

TBD

**Pending Budget Requests:**

None

**Recommendations/Questions for Full AAMC Board of Governors:**

None at this time

**Report Submitted by:** Marge Nicholson