

**The College of New Jersey
Health and Exercise Science Alumni Board
Meeting Minutes – October 1, 2014**

Attendance: Joanne Smith-Tavener, Sally Flanagan, Erica Schroder, Tony Rienzo, Michael Falvo, Carol Wells.

Excused: John Simone

I. Election of Officers of the Alumni Board -

- Joanne Smith-Tavener was elected President
- Sally Flanagan was elected Vice President
- Erica Schroder was elected Secretary
- Tony Rienzo was elected Treasurer

II. TCNJ Alumni Association – Chapter Application -

The process and documents submitted were reviewed by the Board. Notification of chapter status should be received via email by January 2015.

III. Mission Statement -

The following mission statement was adopted by the Board:

The Department of Health and Exercise Science Alumni Chapter is a group of dedicated alumni promoting alumni communication, networking and professional development. The chapter aspires to foster participation and support through a variety of events, programs and services.

IV. Member Assignments -

Michael Falvo is responsible for all committee member assignments. The following assignments were approved:

- Erica Schroder is responsible for setting up the administration of all social media. The URL links will be sent to Carol Wells for the website.
- Carol Wells is responsible for creating and updating the Alumni webpage on the Health and Exercise Science website.
- Carol Wells is responsible for taking meeting minutes.

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V. Goals of the HES Alumni Chapter -

The approved goals for the 2015 Connect, Reflect and Protect Campaign are below:

a) Connect Campaign:

- i. Verification of demographic information via postcard communication. Board agreed to create a postcard to send via email and regular mail to Alumni. The Alumni Affairs database will be used to send the postcard. The postcard will have the link to the survey found on the Alumni webpage of the HES website. The link will take the user to the *Who Are You!* Qualtrics survey.

The results of the survey will be used to update the Alumni database and to review Alumni information for Wall of Fame nominees. Nominees will be sent to HES faculty who will have final say on Wall of Fame nominees.

b) Reflect Campaign:

- i. Alumni Panel for the Senior Dinner. Nominees for Wall of Fame will be selected and invited to attend the Alumni Reception and the Senior Dinner. Date/time and venue need to be confirmed. Reception with faculty will be for Alumni only hosted at Packer Hall. Event plans need to be made by mid-March 2015.

c) Protect Campaign:

- i. Professional Development Networking Reception possibly in Loser Hall for HES Alumni in April 2015 was discussed.

d) Alumni Scholarship:

- i. Board approved raising funds for an Alumni Scholarship.

e) Other Goals:

- i. Board approved developing a TCNJ HES Charity Campus Fitness Event.

VI. Calendar -

The Board approved the calendar and will meet in January, April and June. Sally Flanagan will confirm venue dates and advise members of the approved dates.