

**MEETING MINUTES**

*JUNE 12, 2009*

**CALL TO ORDER AT 1:03 PM**

**Attending:** Dr John Longenecker, Dr Michael Hall, Dr Rena Sawyers, Dr Vince Scheffler, Dr Mary Warren, Dr Erin Van Veldhuizen, Yissel Lingenbrink, and Monica Rawlinson

**Phone:** Dr David Hardison, Dr Kayce Frye, Dr Scott Garber, Dr Camille Reagan, Timothy Gunn

**Absent:** Dr Fabrizio Mancini, Dr Gilles Lamarche, and Scott Phillips

Alumni Association President's Report: Dr John Longenecker

- Review & Approve Meeting minutes from May 15, 2009.
  - Dr Longenecker asked the board if there were any questions or concerns regarding the minutes. There were none. Dr Sawyers motioned to approve the minutes, Drs Longenecker and Warren seconded. The minutes from May 15, 2009 were approved by board.
- Welcome Mary Warren!
  - Dr Longenecker welcomed Dr Mary Warren to the Alumni Association Board of Directors. Dr Warren said that she is delighted and honored to be a part of this group, and is looking forward to being involved in dynamic action with the school, board and profession.

Treasurer's Report: Dr Erin Van Veldhuizen

2008/2009 Fiscal Year report

- Year to Date Profit \$34,419.00
- Year to Date Expenditures \$16,184.88
  - The 08/09 operating budget is currently at \$18,234.12.

<u>Membership Report</u> by Timothy Gunn	<b>2009</b>	<b>2008</b>
○ Annual Members	297	370
○ Annual Honorary Members	367	365
○ Lifetime Members	177	163
<b>Total Association Membership</b>	<b>= 841</b>	<b>898</b>

\*New Member Recognition - #170 Dr Georgina Pearson, she has been a faculty member at Parker College of Chiropractic since its opening. Also Dr Ronald Wells '95, also faculty here at the college, has pledged to become a Lifetime member, and has tasked the adjusting faculty to also become Lifetime Members. Dr Wells has 3 confirmed colleagues lined up to become Lifetime members. He said he wants all faculty members to become a member in some shape or form.

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Office of Alumni Relations update: Timothy Gunn

- Event Updates – Yissel Lingenbrink
  - TCA Luncheon in Austin (June 13)
    - Tim is attending TCA on behalf of the alumni office and is getting ready for the luncheon being held on Saturday at 12pm. Currently, 16 people have RSVPd for the event, and a few more have committed to attending through Tim.
  - Colorado event (June 20)
    - We have sold 26 tickets out of 30 for this event. Initial response for the event was slow but picked up over the last week. Dr Scheffler and his brother Tony will be attending.
  - New England event (July 25)
    - Dr Garber has been handling this event and there are 8 confirmations to attend so far. Yissel mentioned to Dr Garber if he needs assistance with anything to let our office know.
  - Australia event (Aug 1)
    - We are having an alumni dinner at 8pm at a The Brasserie at Crown Casino (5 minute walk from seminar venue). Dr Lamarche will be attending and said he would bring 20-25 alumni to dinner. Drs Mancini and Hall will also be attending this event.
  - Open House (June 20)
    - Admissions is requesting alumni participation at open house on Saturday June 20 for the luncheon at 12pm and the panel discussion at 1pm. Tim asks the board if anyone would be available to help out.
      - Dr Warren said she could do the panel.
      - Dr Hall said he could help, he will be bringing his children.
      - Dr Longenecker said if he is not in Colorado, he can attend.
      - Dr Erin Van has already signed up to attend.
    - Tim asked all to look over their calendars and to respond back to him as soon as they can.
- After Hours program request surveys – Yissel Lingenbrink
  - Dr Homero Cavazos '08 survey results
    - The attendance to his event was phenomenal, out of the 42 RSVPs, they all attended. Survey results have been collected and have been very positive. Yissel mentioned that the responses to Dr Cavazos' event were very positive.
    - Tim thanked Yissel for all her hard work getting all events and after hours programs together before she takes her maternity leave. Way to go Yissel!
- Letter from Moses Bernard, Summer 2009 AAEEFS recipient
  - Tim told the board about the letter that Moses wrote to all association members thanking them for the scholarship he received a few weeks ago. He encourages all board members to read the letter.

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## Committee Reports

- Finance & Scholarship: Dr Erin Van Veldhuizen, *Chair*
  - Recent meeting – June 11 at 7:00am Status Report of tasks:
    - Begin selling promotional items at white coat ceremonies
    - Benefits for students
    - Host a Faculty Luncheon to increase awareness of and participation in the association
    - Determine lowest possible financial contributions from a Corporate Member who is a Parker Seminar Sponsor.
  - Dr Van Veldhuizen told the board that the student senate may not be doing the White Coat ceremony anymore, and that it is unknown as to who will take it over.
  - Dr Van Veldhuizen mentioned increasing the student awareness of the alumni association by attending Orientation camp, for Tri I, and Clinic Camp, for Tri VII. She suggested sending 2 representatives to the camps and see how the association can be visible and where we can help. Dr Sawyers said she will look into how the association could be more involved with Clinic Camp and how they can help. Dr Van Veldhuizen told her we don't want to be a burden, and just want to observe the camps to see where we can fit. Dr Hall asked if the speakers at the camps could be alumni and alumni association members. Dr Sawyers mentioned Dr Jason Clemmons and Dr Tracy Wilson do speak and are alumni and a change would have to be run by Dr Stolar. Dr Sawyers suggested they could either be introduced as Alumni Association members or they can announce that for themselves while they are talking. She offered to contact these docs to see if they can mention the alumni association. Dr Van Veldhuizen suggested still sending a representative to the camps to at least observe the event.
  - Dr Van Veldhuizen mentioned the survey the committee sent to all faculty; in it the faculty liked the fact that we give scholarships to the students. Dr Van Veldhuizen stated we will continue to give at least 1 scholarship of \$1,000 per Trimester, and we hope to increase the finances to give more in the future.
  - Dr Van Veldhuizen told the board that the finance committee is working on setting up a mentorship program for the students. Dr Reagan is going to be working to set this up.
    - Dr Reagan said that they will be compiling a list of willing participants to be contacted for this program, such as board members and past After Hours participants, and asking their specializations. The goal would be to host monthly or quarterly panel discussions on campus, having each panel focus on a certain specialty.
    - Dr Reagan said this could also be another benefit to our corporate members that they are the sponsor of the panel and can have a table for their company at the event for the chance to talk with students in a casual environment.

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- Dr Reagan said the list of mentors would be available in the alumni office and on the web for the students. She feels this can help raise the awareness of the Alumni Association on campus as well.
    - Dr Longenecker likes this idea and urges the Finance Committee to get this going. Dr Van Veldhuizen said this program will help with student membership too. Only Student Members can sign up for a mentor.
  - Dr Van Veldhuizen mentioned the faculty survey and the results for how we could best recognize the faculty for all they do. The results were tied in honoring one faculty member and having a luncheon. Dr Van Veldhuizen suggested the faculty member award could only go to a faculty member who is also an Alumni Association member. We could honor them by giving them a plaque at the first assembly of the last Tri of the year. Dr Hall thought the award was a great idea, and it would go towards their merit and show their involvement here on campus. Dr Van Veldhuizen said we could not do a luncheon this year based on the budget, but is in the works for next year.
  - Dr Hall reminded the board that there will be significant curriculum changes coming up, moving the last year of the student's education to all clinic and no classes, having more mentors out in the field would be helpful. Dr Reagan suggested giving our lists of potential representative or mentors to Dr Stolar and vice versa. Dr Sawyers said the Clinic Based internship (CBI) program is using doctors the college is familiar with and following the criteria which we need to stay accredited. She also mentioned there are talks to open up our own Parker clinics in communities around DFW, but is unsure where they are headed with this. Dr Longenecker suggests putting this topic on hold until we know what is going on and how we can help. Dr Hall suggests asking Dr Stolar to keep us apprised of the changes.
  - Dr Van Veldhuizen mentioned there has not been a discussion on the corporate membership fee since we haven't met with Dr Lamarche about it yet.
- National Alumni Involvement: Dr John Longenecker, *Chair*
  - Recent Meeting – June 8 at 7:00am Status Report of Tasks:
    - Identify new areas of Texas, including DFW
    - Research potential ways to fund future regional events
  - Dr Longenecker said the main focus of the recent committee meeting was to discuss getting DFW representatives because of some issues a few weeks back with zero response from local alumni for an outreach event. He stressed he knows our board is very active and cannot attend every event, which is why we need some local help. He has a list of alumni who will be contacted to let them know what a representative does and will guide them to the website to print and fill out the application. Dr Longenecker said they are not focused on one particular area. He asked the board to email any potential candidates to the committee to contact before the next meeting.
  - Dr Longenecker suggested recognizing past board members at seminars with a special badge or ribbon to generate support for the alumni association and college.

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- Dr Hall is looking into having a fundraiser at our Alumni Social at the Dallas Seminar in September.
  - Dr Longenecker said that since the white coat ceremony is not being run by the student senate anymore, do we ask to take it over? He feels that this would be a huge commitment and something to think about. Dr Sawyers asked who will contact Victor about this. Dr Reagan said that the finance committee has not touched upon the ceremony yet. Dr Longenecker asked the board if they want him to contact Victor. Dr Reagan agreed to contact Victor to seek additional information about the ceremony. Dr Sawyers stressed that we definitely need a bigger presence at the ceremony, there is no mention of the alumni association at all. Tim asked the board would we be organizing or participating in this event? Dr Sawyers said that yes we would be doing both, but take leadership from those who have organized this event before. Tim recommended not taking the responsibility to organize the ceremony until more discussion occurs with Victor and the board. Dr Longenecker stated that before the next meeting he will contact Victor to find out more information.
  - Tim asked the committee if they have talked about the funding of future events. Dr Longenecker stated that the Regional Representatives would be going out to get Corporate or Small Business sponsors to help fund events. Dr Reagan asked what percentage of the business membership would go to the region or event. Dr Scheffler stated that we would need to take a percentage from the fees for the operating costs of the alumni association. Dr Longenecker said if they got sponsors to pay for the event, there would be no cost for the alumni association. Dr Hall suggested the local businesses that would sponsor an event, would be separate from the business memberships. Tim said that there is a difference from becoming a Corporate or Small Business member or sponsoring an event in their area. He reminded the board a business member money goes to the alumni association and all event costs come from the Office of Alumni budget. Dr Warren said there is a lot of flexibility with these options for a business to choose how involved they would like to become. Dr Hall said to have representatives start looking for potential sponsors in their areas.
  - Dr Longenecker also thanked Dr Scheffler for his participation in the upcoming event being held in Colorado.
- Special Assignment: Bylaws – Dr Rena Sawyers, *Chair*
    - Recent Meeting: None
      - Discussion about the Alumni Association Ballot: Bylaws
        - The board was shown the bylaws being put onto the ballot to be reviewed and voted on by the association members.
        - There were no objections.
- Special Assignment: Nominating – Dr David Hardison, *Chair*
    - Status report of tasks
      - Dr Hardison interviewed Dr Homero Cavazos, Dr Ryan Knight, and Dr Lesa Ansell.

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- Dr Van Veldhuizen interviewed Dr Michael Hall, Dr Camille Reagan, Dr John Longenecker, and Dr Lezlie Maloy.
- Special Assignment: Resolutions – Dr Camille Reagan, *Chair*
  - Status Report of Tasks
    - Nothing to resolve

### **Old Business**

- No report

### **New Business**

- Nomination of Executive Committee members for 2010
  - Nominated for Treasurer
    - Dr Erin Van Veldhuizen
  - Nominated for Vice President
    - Dr Camille Reagan
  - Nominated for President
    - Dr John Longenecker
  - Tim told the board the nominees will make a 2-3 minute speech at our July meeting to discuss why they would be good for the positions.
  - Tim stressed how important that all be present in person or on the phone at this meeting to vote for the executive committee.
  - Dr Reagan asked if they were not re-elected to serve on the board, what would be the policy on the Executive Committee nominations. Tim said that there would be special nominations made at the next board meeting to find interim candidates.
- Dr Reagan asked if there is a list of DFW representatives that the National Involvement committee is going to contact. Dr Longenecker said that yes we have a list of potential candidates, but would take nominations for local alumni if anyone wanted to add names. Dr Reagan asked when the calls are being made to contact these candidates, could they make a mention of the mentorship program as well and ask their specialties if they are interested.

### **Meeting adjourned at 2:24 pm**

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Future board meetings:

- *July 10 – election of executive committee for 09/10*
- *September 12 – Planning Session (tentative)*
- *November 13*

*Meetings are held in the JWP Conference Room*