



VITERBO UNIVERSITY ALUMNI ASSOCIATION

**Saturday, February 4, 8:30 a.m.
Nursing Building 101**

Members Present: Jackie Baures, Dean Beinborn, Linda Digby, Doris Doherty-Gasper, Leah Misch, Neil Zygarlicke, Alyssa Gray, Margaret Hammell, Sarah Havens, Sandra Hoeser, Juan Jimenez, Joelle Kaufman, Ann Kiel, Karen Kouba, Mary Lella, Ed Smudde, Cassandra Walters, Dean Beinborn, Wayne Oliver

Ex Officio: Kathy Duerwachter, Director Alumni Relations; President Glena Temple

Alumni Emeritus Members and Guests Present: Marlene Hendrickson, Carolyn Hogan, Kathy Ivey, Sr Rochelle Potaracke, Wendell Snodgrass, VP Institutional Advancement; Naomi Stennes-Spidahl, Director, Assessment & Institutional Research; Josh Gates, Director, Development & Major Gifts

Updates Prior to Meeting

Juan Jimenez 8:25 a.m.

Viterbo Dance Marathon for Children’s Miracle Network April 21, 2017: Board members are invited to support this event by sharing information, attending, and volunteering to speak at the event. Notify Juan if you are interested in speaking.

Certificate Programs Ad Hoc Committee Update

Juan Jimenez

One line was added to the bylaws under Article III, Membership, Section A. One suggestion was made to add definition of certificate program.

I. Call to Order

Juan Jimenez 8:30 a.m.

II. Prayer

Joelle Kaufman

III. University Update

President Temple

- Board of Trustees met this week and set tuition and fees, which increased about 3%. This is lower than the last few years.
- Structure of nursing fees is changing. This allows the addition of three new nursing faculty, travel funds for clinicals, and payment for pins.
- Approved two new master’s degrees in nutrition and dietetics; one through the bachelor’s degree program and one for those who already have a bachelor’s degree and return.
- New enrollment manager starts in two weeks. Many candidates for open positions are coming to campus for interviews in the next month. Search for ten new faculty members starting soon.
- Enrollment numbers: Eighteen students above budgeted number. Next year’s budgeted number is conservative. Ability to retain freshmen from first to second semester was lowest in eight

Mission: The Viterbo University Alumni Association Board fosters the lifetime involvement and commitment of its alumni to Viterbo University through a variety of programs and activities that support and enhance the University’s mission and values.



- years at 88%. Last year was 95%. Discussion followed, suggestion was made for alumni to assist with student support services, mentoring, etc.
- Need help spreading word about Franciscan CORE (Compassion, Outreach, Reflection, Experience), an on-campus immersion experience for high school students. Didn't get enough students last summer so need help spreading the word.
- Assisi trip in June. Still time to sign up.
- Inauguration ceremony is April 7, followed by a day of service April 8.
- An invitation will be emailed to board members for the opportunity to meet with President Temple to discuss the strategic plan. Read and focus on plan priorities, provide feedback. Any feedback outside of these sessions is also welcome.

IV. Higher Learning Commission-Alumni Board Next Steps

Naomi Stennes-Spidahl

Accreditation is a ten-year cycle and in fall 2018 we are up for a comprehensive evaluation. The evaluation format has changed to a 50-page assurance argument online. We state how we meet criteria and provide evidence. The committee needs the following information from alumni: 1) alumni satisfaction 2) are we meeting the mission, 3) learning outcomes from alumni experience at Viterbo and our ongoing connection. We should share the document with our network, get input from other alumni, and pull that input together as a board to distill the information in some way. Review the three focus areas and answer if it resonates with you and what else you would add. Document will be sent to board members electronically. Naomi will return to the board meeting in April for feedback.

V. Alumni Board Business

- Approve Minutes from November Board Meeting Juan Jimenez
Approved as presented.
- Board Announcements Kathy Duerwachter
 - Let Kathy know if you're interested in joining the executive committee. This group plans meetings, so this means another four to six meetings per year. Notify Kathy or a current committee member if you'd like to join.
 - Alumni children's scholarship: Email Juan or Kathy for meeting time if you are interested in joining the executive committee meeting to determine scholarship recipient(s).
 - Members leaving the alumni board: Jackie Baures, Sr. Marie Kyle, Kristina Schoh, Anna Sprague. Have vetted some candidates to fill these positions. Seven members are completing their first year and Kathy will have discussions with them to see who would like to continue on the board. We can have up to thirty board members.
 - Kathy will send an email following this meeting that contains the above information and additional information on the listening session with Glenna.

Mission: The Viterbo University Alumni Association Board fosters the lifetime involvement and commitment of its alumni to Viterbo University through a variety of programs and activities that support and enhance the University's mission and values.



- Inauguration Committee Update

Sarah Havens

- The celebration takes place April 7 and 8. “We are Called” is the theme. Events include liturgy at San Damiano, 3 p.m. ceremony at Fine Arts Center, 4 p.m. reception in main theater lobby. Invitations are going out to many community members for this event. 5:30 p.m. dinner at Mathy Center by invitation only. Board members may receive two invitations for different parts of this event. Day of Service is April 8. Gathering in FAC lobby at 8:30 a.m., service is performed from 9 a.m. to noon at different locations followed by lunch and reflection at the Mathy Center from noon to 1 p.m. Discussion followed on alumni board involvement. Opportunities will be placed online for signup. Notify any classmates you know and get back to Kathy so they can get something set up for them. Emails will be coming. If you know of any alumni that live across the continent and around the world that would be a good person to arrange a group or serve individually please contact Kathy as soon as you can.

- Alumni Board Roles & Responsibilities

Joelle Kaufmann

Joelle is working on a description and will send it out to board members.

Meeting adjourned at 9:40 a.m., followed by board photo.

Mission: The Viterbo University Alumni Association Board fosters the lifetime involvement and commitment of its alumni to Viterbo University through a variety of programs and activities that support and enhance the University’s mission and values.