ALUMNI ASSOCIATION ADVISORY BOARD

Minutes of the meeting held on 9 November 2016

Present: Janine Watson (JW) (Chair), Claire Kilner (Secretary), Bill Craig (BC), Rajkaran Singh Kharbanda (RSK), Katherine Leopold (KL), Mel McMahon (MM), Helen Stevens (HS), Paul Sutherland (PS), Hian Seng Tang (HST) and Michael Taylor (MT)

In attendance: Donna Prince-Hu (DPH) and Richard Screaton (RS)

1. Apologies

RECEIVED: Naa Acquah, Colin Bailey, Paddy Hackett, Letty Newton, Andy Spinoza, Kate White

2. Minutes of the previous minutes

RECEIVED: Minutes of the Advisory Board meeting 14 June 2016
ACTION: The minutes were approved and will be posted online (DPH)

3. Matters arising from the previous meeting

NOTED: All actions were complete

4. Chair’s verbal update

RECEIVED: JW provided a verbal update

NOTED: JW attended an event at Manchester Museum to welcome and meet the new Chancellor Lemm Sissay MBE, the Manchester Alumni Dinner, with Professor Michael Wood as the after dinner speaker, the Foundation Day celebrations where honorary degrees were awarded to Winnie Byanyima, Lord David Alliance, Professor Dame Sue Bailey, Mr Anil Ruia and Sir Norman Stoller, and the Your Manchester Insights –EU Referendum outcome event.

AGREED: The broad range of University events taking place is impressive.

5. Staff changes in support of the Board

NOTED: Janice Cornish has left DDAR to take up a new role within the University as an International Programmes Administrator. A replacement for her former role is being advertised. DPH will be servicing the Advisory Board meetings in the interim period. DPH has also taken up a new responsibility of assisting with Alumni Governance duties—such as elections, planning the open meetings and constitutional advice.
6. Events schedule update

RECEIVED: The 2016/17 Events Calendar
NOTED: On 25 September 2016 the former Manchester Business School China Centre (MBS China Centre) was officially the first MBS Worldwide Centre to be re-named as The University of Manchester China Centre (UoM China Centre). Other centres will do similar in the coming months.

The Annual London Alumni Dinner is on Thursday 1 December. It will be hosted by Chancellor Lemn Sissay. This event is almost sold out, but there are still a couple of tickets left.

7. The Annual Review from the Division of Development and Alumni Relations

RECEIVED: The Annual Review from the Division of Development and Alumni Relations
NOTED: This is an impressive document showing the range of work taking place within the Division of Development and Alumni Relations. It is intended as an internal document only
ACTION: Pass on JW and the Board’s congratulations to Kate White (CK)
ACTION: Re-send this as an email attachment to MM (CK)
ACTION: Some errors to feedback to Kate White: Gift income received label on page 4 could be incorrect and probably should be a target. Chart 4 – New funds raised 2015/16 by donor type on page 6 – the percentages on the pie chart add up to more than 100 per cent (CK)

8. Verbal update on Global Travel Awards and discussion on use of reports and videos

RECEIVED: A short update on the Global Impact Awards for this year and three samples of the reports received so far including Amina Khan (BDS Dentistry, 2nd Year), John Doherty (MBChB Medicine, Surgery with European Studies), Hannah Raval (Medicine 3rd Year). NOTED: This year 13 students received Awards. Nearly all the students’ reports have been submitted along with photographs and a short video. The videos will be compiled and used to raise the profile of the Awards throughout the year.

A meeting took place between Paddy Hackett and Dave Hargreaves and some good ideas were exchanged about increasing awareness of the Global Impact Awards. One suggestion is to use one video every month to promote the scheme.

The videos will be added to the University website once they are completed. Those involved should carry out due diligence first e.g. ensuring necessary permissions are sought.

The Board thanked PS for all his time and support.

CONSIDERED: The following options were discussed for promoting the video:

- Using it on a rolling screen before the Insights Lectures
- Using before the London dinner
- Using the video by the admissions team when presenting to sixth formers.

NOTED: James Penny (who was the Gold Award recipient last year and went to Madagascar) also did a crowd funding video when he was out there for Keira Gould, Regular Giving Officer.
ACTION: Invite JP to speak at the next Advisory Board meeting in Manchester (DPH)

9. Verbal report on the new online Manchester Network

RECEIVED: RS provided a verbal report.

NOTED: The system has a directory (where you can search for other alumni), a mentoring tool and a facility to update your personal details (this can also connect with the graduates’ Linked In profile).

The major benefit of this system is the mentors and mentees can take more ownership and do not have to be manually matched by a person. Unlike previously, it also allows alumni to mentor other alumni. It offers a good incentive for young alumni to stay in touch.

Messages will be sent out regularly to promote the Manchester Network.

ACTION: Email members of the Board with a link for the Network (DPH).
ACTION: RS to present to the Board again in the future with an update (RS).

10. Dates for alumni governance meetings

RECEIVED: Future dates for alumni governance meetings including the London Open Meeting in March with Professor Colin Bailey.

ACTION: Give Professor Bailey advance notice of any questions being asked (DPH).

11. Any other business

CONSIDERED: MM is the Local Membership Secretary for the Portsmouth U3A (The University of the Third Age) and asked about any activities at The University of Manchester in relation to this.

ACTIONS: To find out what The University of Manchester offers in relation to U3A (DPH).

12. Date of the next meetings

NOTED: Tuesday 7 March (London), followed by an open meeting of the association; Wednesday 10 May (Manchester).

JW concluded the meeting at 5.30 pm