ALUMNI ASSOCIATION ADVISORY BOARD MEETING

Minutes of the meeting held on Tuesday 7 March 2017

Present: Janine Watson (JW) (Chair), Claire Kilner (Secretary), Bill Craig (BC), Rajkaran Singh Kharbanda (RSK), Katherine Leopold (KL), Mel McMahon (MM), Helen C. Stevens (HS), Paddy Hackett (PH), Hian Seng Tang (HST), Letty Newton (LN) and Naa Acquah (NA)

In attendance: Richard Screaton (RS), Dave Hargreaves (DH) and Sue Hall-Smith (SHS) (notes)

1. Apologies: Michael Taylor (MT), Andy Spinoza (AS), Paul Sutherland (PS), Colin Bailey (CB)

2. Minutes of the previous meeting held on 9 November 2016: The minutes were agreed and cleared for publication.

3. Matters arising from the previous minutes: All actions were complete.

4. Chair’s verbal update:

   JW gave an overview of her involvement in recent University events, including:

   - Being invited to participate in the “Sustainability Challenge”: an event for all new undergraduates, held during Welcome Week. The activity was well-received on the day and the feedback excellent.

   - Taking a group of leading architects to view the new Maggie’s Centre in Manchester, designed by the award-winning architect and University alumnus, Lord Norman Foster.

   - Attending the last meeting of the General Assembly, held in Manchester on 18 January. The meeting included updates on the University’s performance and plans for the future. JW said she would encourage people to “spread the word” so that the University’s priorities were widely communicated.

   - Attending an Insight Lecture on the recent American elections: a fascinating analysis of why Hillary Clinton lost.

   - Travelling to Manchester the following day to attend the University’s International Women’s Day event.

JW concluded her update by saying that she was coming to the end of her second term as Chair of the Advisory Board and that the process of finding her replacement would begin in due course.

5. Claire Kilner’s verbal updates:

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<td>• Middle East Alumni Association Committee Elections had been completed and the Committee was now operational.</td>
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<td>• USA/Trinidad trip: CK was due to leave for the USA the day after the meeting. Her trip would include:</td>
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<td>o attending receptions, dinners and networking meetings with alumni in San Francisco and Miami.</td>
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representing the University at the Memorial Dinner for Sir Frank Worrell, the international cricketer, who graduated from the University in 1959.

- Brand Ambassadors: Plans are in development for the creation of 300 alumni ‘brand ambassadors’. Members of the Advisory Board would be encouraged to volunteer.

- Staffing: CK introduced SHS to the Board. She praised the arrangements made by Donna Prince-Hu for the General Assembly pre-meet.

**Further discussion:**
The Board asked that CK or Kate White provide a report on the development of International developments at the next meeting.  

### 6. Events Schedule update:

**The Board received a schedule of planned events organised by the Division.**

**JW asked for confirmation of the date of the December London Dinner.**

### 7. Manchester Memories Timeline (DH):

- DH updated the Board on the interactive Manchester Memories Timeline. The Board asked him to recirculate the link to them.
- PH said that he would provide DH with some contacts on North Campus as there was a lot of useful information available.
- The Board discussed the possibility of the Student’s Union adding social events to the Timeline.
- JW said that the Timeline generated call-content at the Call Centre and suggested that the staff there would be interested in seeing it.
- The Board were asked to publicise the Timeline.

### 8. Outstanding Alumni Award nominations (RS):

- The Board received notice of this year’s nominations for the Outstanding Alumni Awards. They were notified that they would receive details and electronic voting instructions via email.

### 9. Global Impact Award (DH):

- The Board discussed the two documents circulated before the meeting (Eligibility Criteria and Scoring Criteria) and suggested ways that they could be updated. RC and DH were asked to revise both documents to reflect that the awards were open to both home and international students and to bring the updated versions to the next meeting.
10. **Applications for election as alumni representative to the General Assembly:**

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The closing date for applications was 3 March. 29 applications were received for 7 available spaces. An election would therefore take place.

11. **Singapore Alumni Association Committee elections:**

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The elections would take place in April 2017 at the AGM. JW thanked HS for his hard work and dedication to the Singapore Alumni Association Committee.

12. **Any other business:**

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No items raised.

13. **Date/location of next meeting:** Wednesday 10 May, 16.00 – 18.00, Room 4.9 Roscoe Building, Manchester