

**Mississippi University for Women  
Alumni Association**

[HTTP://WEB3.MUW.EDU/ALUMNI/ALUMNI-ASSOCIATION](http://web3.muw.edu/alumni/alumni-association)

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**MUWAA FALL BOARD MEETING  
Saturday, October 26, 2013**

**LUNCH**

12:00 – 12:50 p.m.

*Hogarth Cafeteria*

Please join us in Hogarth Cafeteria for lunch during the Fall Open House (<http://web3.muw.edu/admissions/openhouse>). It's a chance to mingle with potential incoming students and share your love of The W! Just let the staff member at the front know you are a MUWAA Board member.

**UNIVERSITY PRESIDENT'S UPDATE**

1:00 – 1:30 p.m.

*Cochran Hall, Rose Room (Third Floor)*

**COMMITTEE SESSIONS**

1:30 – 2:30 p.m.

*Cochran Hall, Third & Fourth Floors Open for Use*

**FALL BOARD OF DIRECTORS MEETING**

2:30 – 4:30 p.m.

*Cochran Hall, Rose Room (Third Floor)*

- I. Call to Order & Adoption of the Agenda
- II. President's Welcome
- III. Roll Call
- IV. Approval of Minutes
- V. Alumni Office Report
- VI. MUWAA Officers Reports

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- VII. Standing Committee Reports
  - Nominations
  - Elections Committee
  - Bylaws Committee
  - Recruitment & Retention Committee
  - Chapter & Constituency Groups Committee
  - Special Event Committee
  - Finance Committee
  - Public Relations Committee
  - Former Presidents Committee
  
- VIII. Special Committee Reports
  - Southern Grace Committee
  - Scholarship & Awards Committee
  - Strategy & Support Committee
  
- IX. Unfinished Business
  
- X. New Business
  
- XI. Open Forum
  
- XII. President's Closing Comments/Adjourn

Cheryl "Sherrie" Jackson Cooper  
MUW Class of 1982

1100 College Street, MUW-10  
Columbus MS 39701-5800  
(662) 329-7295

Alumni Association of MUW

**Elections Committee**

**Report**

21 October 2010

Committee Members: Barbara Austin

Mitzi Greene, Ph.D.

Nathan Wilson

Shasta Dodd

Patricia Ainsworth, M.D., Chair

The Elections Committee has communicated via internet and exchanged several emails with the President of the MUW Alumni Association and the Interim Director of Alumni Affairs for the purpose of clarification of the intent of the Bylaws sections regarding elections and the actual procedures used in recent elections.

A proposed policy for Elections is attached and includes the following recommendations for discussion.

Our recommendations are as follows:

1. A nomination/election timeline be established that allows for the verification of candidate and voter eligibility preceding and within the same calendar year as the election.
2. Consideration be given to nominating more than one candidate for President-elect as well as more candidates for Director than the number of Director positions to be vacated.

This will allow the voters to engage in an election rather than simply a ratification of the candidates placed before them.

If the association chooses not to nominate multiple candidates for each position, then the association will need to determine the threshold of votes for ratification of each nominee.

3. A method for filling unanticipated vacancies in the office of President, President-elect, and Directors should be defined.

Prepared by Patricia Ainsworth, M.D.

Policy and Procedures  
Mississippi University for Women Alumni Association

**ELECTIONS**

**Policy #**

Date Approved:

Date Amended:

**Purpose:** The purpose of this policy is to set forth the process by which the membership of the Association will select its President-Elect and the Directors of its Board.

**Policy:** An annual election will be held by which the voting members of the Association will select a President-Elect and a minimum of five (5) Directors for the Association Board. The election process will be overseen by the Elections Committee of the Association which will report the results of the election to the President and Board of the Association and publish the results to the membership.

**Procedure:** Timeline

1. June (of the year preceding the election)

The Board of Directors will announce the date for certified elections which will occur in February of the coming year prior to MUW Homecoming.

2. 1 December (of the year preceding the election)

Deadline for the Nominating Committee to accept write-in nominations.

3. 1<sup>st</sup> week in January (of the election year)

Deadline for the presentation of the final slate of candidates by the Nominating Committee to the Board of Directors.

4. 3<sup>rd</sup> week in January (of the election year)

Deadline for completion of election planning process and design of ballots by the Elections Committee in collaboration with the University's Director of Alumni Affairs.

5. 1<sup>st</sup> week in February (of the election year)

Transmission of ballots to voting members of the Association with a deadline given for voting.

6. 4<sup>th</sup> week in February (of the election year)

Election Day with acceptance and tabulation of the ballots.

7. Election Day + 24 hours

Deadline for report of the election results to the Board of Directors and to the candidates by the chairperson of the Elections Committee (or the Chairperson's designee).

8. Election Day + 2 work days

Deadline for publication of the election results to the membership. Such notice shall include, but not be limited to, the publication of the results on the MUWAA web site.

9. Election Day + 1 week

Deadline for formal written report by the Chairperson of the Elections Committee (or the Chairperson's designee) to the Board of Directors certifying the results of the election.

10. March (of the election year)

Homecoming, Installation of the President-Elect and new Directors.

#### Verification of Voter and Candidate Eligibility

1. Voting members of the Association as defined by the Bylaws of the Association shall include those members who are Active Members, New Graduate Members, and/or Life Members at the time of the election. The Elections Committee shall be responsible for verifying the status of members voting.
2. Candidates for the offices of President-Elect and Directors of the Board shall meet the eligibility requirements as defined by the Bylaws of the Association. The Elections Committee shall be responsible for verifying the status of candidates prior to the election.

#### The Election Process

1. Voting may be by electronic and/or paper ballot, the format of which will be approved by the Elections Committee.

2. Ballots received prior to Election Day will be secured until Election Day at which time they will be tabulated under the direction of the Elections Committee.
3. Candidates must run for one position only.
4. President-Elect --The election will be determined by a simple majority of the membership voting.
5. Directors of the Board – At least five (5) Director positions will be filled by election each year. At least ten (10) candidates for the Director positions will be placed on the ballot. The candidates receiving the most votes will be considered elected.

Unanticipated vacancies on the Board will be filled temporarily by appointment of the Board of Directors until the next annual election process when a candidate will be elected to complete the remainder of the Director's term.

MUWAA Special Events Committee Meeting  
October 17, 2013

Committee Members Present: Dana Jackson (Chair), Katy Pacelli, Gus Argrett, Katherine Shell, Ben Courtney Murtaugh, Shelia Wendt, Vickery and Beverly Jones

Committee Members Absent: Malinda Scott

MUW Staff: Andrea Stevens, Executive Director of Development and Lyndsay Cumberland, Director of Alumni Relations

Other Alumni: Sherrie Cooper, MUWAA President

This Committee shall assist in coordinating the participation of members in support of formal programs and special activities planned by the Association President or the University. events.

Silent Auction at 2014 Homecoming

Since the 2013 silent auction was such a great fundraiser at Homecoming, it had been previously decided that it should be held again at 2014 Homecoming. Lyndsay Cumberland confirmed that the silent auction will be paired with the Southern Grace event on Saturday night, either in Shattuck or in enclosed tent outside Shattuck. Tentative time for the event is 5:00, with the final time to still be determined based on the Homecoming schedule. The Southern Grace event will be a ticketed event, but the silent auction will be free. The committee will be investigating online bidding for those not able to attend Homecoming along with the possibility of having a live auction of selected items during the event.

The moneys raised from the silent auction are used to fund the MUWAA annual scholarships and grants, which include the Legacy Scholarship (\$2,500), Faculty Enhancements Grants (\$1000), and New Faculty Award (\$1,000). The committee agreed that the name of the silent auction should not focus on the scholarship so that those participating know how all the moneys will be used. The name of the event is still to be determined, but will need to be finalized by December 1, 2013 so that it can be included in 2014 Homecoming materials.

Other Events

Sherrie Cooper provided feedback from her discussion with Dr. Borsig regarding the committee. In addition to the silent auction, she would like to see the Special Events Committee work with Recruitment and Retention Committee to send off parties for new students.

Sherrie also mentioned sponsoring events that would increase MUWAA membership and participation. Maybe having MUWAA sponsored events during Homecoming that would be free to MUWAA members like a sing along the gate, karaoke or a chocolates and wine reception. For some events, if possible, provide them with membership as well.



## MUWAA BUDGET

### MUW Foundation Fund Balances as of 09/30/13

|           |   |             |
|-----------|---|-------------|
| <b>a.</b> | Southern Grace Endowed Scholarship Fund:        | \$31,553.17 |
| <b>b.</b> | Alumni Fund:                                    | \$34,432.83 |
| <b>c.</b> | Alumni Association Activities Fund:             | \$5,432.01  |
| <b>d.</b> | MUW Alumni Association Legacy Scholarship Fund: | \$7,072.00  |
| <b>e.</b> | MUW Alumni Association Faculty Award Fund:      | \$110.00    |
| <b>f.</b> | MUW Alumni Association Holding Account:         | \$11,695.61 |
| <b>g.</b> | Southern Grace Restricted Fund:                 | \$3,099.60  |





# MUWAA Treasurer's Report 2013

Current as of 09/30/2013

| Fund Name                               | Balance on 1/1/13 | Quarter 1 (ends 3/31/13) |           |                | Quarter 2 (ends 6/30/13)  |             |                | Quarter 3 (ends 9/30/13)          |           |                | Quarter 4 (ends 12/31/13) |          |                |
|---|-------------------|--------------------------|-----------|----------------|---------------------------|-------------|----------------|-----------------------------------|-----------|----------------|---------------------------|----------|----------------|
|   |                   | Expenses                 | Revenues  | Ending Balance | Expenses                  | Revenues    | Ending Balance | Expenses                          | Revenues  | Ending Balance | Expenses                  | Revenues | Ending Balance |
| Southern Grace Endowed Scholarship Fund |                   | \$ -                     | \$ -      | \$ -           | \$ -                      | \$ -        | \$ -           | \$ -                              | \$ -      | \$ -           | \$ -                      | \$ -     | \$ -           |
| Specifics                               |                   |                          |           |                |                           |             |                |                                   |           |                |                           |          |                |
| Alumni Restricted Fund                  |                   | \$ -                     | \$ -      | \$ -           | \$ -                      | \$ -        | \$ 34,432.83   | \$ -                              | \$ -      | \$ 34,432.83   | \$ -                      | \$ -     | \$ 34,432.83   |
| Specifics                               |                   |                          |           |                |                           |             |                |                                   |           |                |                           |          |                |
| Alumni Association Activities Fund      | \$ 5,651.79       | \$ 750.00                | \$ 210.00 | \$ 5,111.79    | \$ 1,108.45               | \$ 1,800.00 | \$ 5,803.34    | \$ 511.33                         | \$ 140.00 | \$ 5,432.01    | \$ -                      | \$ -     | \$ 5,432.01    |
| Specifics                               |                   | Insurance                |           |                | Paperweights, Logos, etc. |             |                | MNM Logos                         |           |                |                           |          |                |
| MUWAA Legacy Scholarship Fund           |                   | \$ -                     | \$ -      | \$ -           | \$ -                      | \$ -        | \$ 7,072.00    | \$ -                              | \$ -      | \$ 7,072.00    | \$ -                      | \$ -     | \$ 7,072.00    |
| Specifics                               |                   |                          |           |                |                           |             |                |                                   |           |                |                           |          |                |
| MUWAA Faculty Award Fund                |                   | \$ -                     | \$ -      | \$ -           | \$ -                      | \$ -        | \$ 110.00      | \$ -                              | \$ -      | \$ 110.00      | \$ -                      | \$ -     | \$ 110.00      |
| Specifics                               |                   |                          |           |                |                           |             |                |                                   |           |                |                           |          |                |
| MUWAA Holding Account                   |                   | \$ -                     | \$ -      | \$ -           | \$ -                      | \$ -        | \$ 11,695.61   | \$ -                              | \$ -      | \$ 11,695.61   | \$ -                      | \$ -     | \$ 11,695.61   |
| Specifics                               |                   |                          |           |                |                           |             |                |                                   |           |                |                           |          |                |
| Southern Grace Restricted Fund          |                   | \$ -                     | \$ -      | \$ -           | \$ -                      | \$ -        | \$ 5,919.60    | \$ 3,000.00                       | \$ 180.00 | \$ 3,099.60    | \$ -                      | \$ -     | \$ 3,099.60    |
| Specifics                               |                   |                          |           |                |                           |             |                | Xfer to Culinary Arts Scholarship |           |                |                           |          |                |

Scholarship and Awards Committee  
Report to the Board  
October 26, 2013

The Legacy Scholarship was awarded to Virginia Claire Turman. Both her mother and sister are alumni of The W.

The Scholarship and Award Committee met by conference call and discussed changes to Appendix D of the Policies and Procedures. A red line version of that section follows at Attachment 1.

Next Up: We will be reviewing the requirements for the Culinary Arts and Southern Grace scholarships, as requested by Jenny Katool. We also hope to review the awards process.

## ATTACHMENT 1

### Appendix D: Scholarships/Grants

#### Mississippi University for Women Alumni Association Legacy Scholarship

Purpose The Mississippi University for Women Alumni Association's Legacy Scholarship is awarded to one family member of an alumna/us who has been admitted to MUW as a new, full time student. The MUWAA Legacy Scholarship selection is based on the student's potential for academic and leadership success at MUW. ~~Criteria should not include student's financial need.~~

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Amount: The amount of the MUWAA Legacy Scholarship is \$2,500 ~~(divided equally between fall and spring)~~

Criteria :

~~To be considered for this scholarship a student must be entering their first semester at MUW.~~

Those eligible for the MUWAA Legacy Scholarship will be considered in this order:

1. The child, grandchild, ~~great~~ grandchild of an alumna/us.\*
2. The niece, nephew, ~~great~~ niece/nephew, cousin, or sibling\* of an alumna/us.

\* Child includes step-children; sibling includes half or step-siblings.

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~~To maintain eligibility Legacy Scholars must maintain full enrollment and a MUW GPA of 3.0 or better.~~

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Application Process The ~~priority~~ deadline to submit applications to the MUWAA is April 1 for the following fall semester. Applications must be postmarked by that date. Applications should include:

1. Student's complete résumé, including academic achievements, extracurricular activities, and work and volunteer activities;
2. ~~Letter~~ ~~Statement~~ describing why she or he has decided to attend MUW;
3. ~~Letter of recommendation from the alumna/us nominating the applicant~~
- 3.4. Letter of recommendation from a high school teacher or counselor.

Comment [K1]: A line will be added to the application for the applicant to identify all alumni connection(s). An additional letter of recommendation is redundant.

~~Legacy Scholars must maintain full enrollment and quality point average of 3.0.~~

Mail applications to: MUWAA Scholarship Chair  
Legacy Scholarship  
1100 College Street  
MUW Box 10  
Columbus, MS 39701

Funds for this scholarship are held in a restricted account in the MUW Foundation for distribution to the winner's account with the Comptroller, upon receipt of a letter from the MUWAA President accompanied by the association minutes approving dispersal of funds. This



# Southern Grace Committee Report

October 21, 2013

Members: Gail Laws, Chair; Jenny Katool; Augustus Argrett; Katherine Munson; Alma Ellis; Katherine Shell Benson; Patsy McDaniel

Current Inventory: 2086 cookbooks

Cookbooks are being sold in the campus bookstore and online through the bookstore. It is also promoted through Visions and on the MUWAA Facebook page.

Plans are underway for a Southern Grace "10 year Anniversary Party" at homecoming.

On July 27, 2013 the MUWAA Board voted to move \$3000.00 from the Southern Grace restricted account to the Culinary Arts endowed scholarship. This has been completed.



## Strategy and Support Committee

### Members:

Jenny Katool, Chair

David Ivey

Mitzi Green

Amy Tate

Stephen Taylor

A conference call was held on September 5 with Dr. Patricia Cormier. Participating in the conference call were Jenny Katool, Jayne Perkins-Brown, Sherrie Cooper, Ruth Jones and Andrea Stevens. Preliminary discussion and plans were made for the joint committee meeting with the Foundation Board Strategic Planning Committee and the MUWAA Strategy and Support Committee. The meeting will take place on October 25 at 1:00 p.m. in order to plan for the volunteer conference that will be held February 7 and 8 (1/2 day), 2014.