

UNIVERSITY OF COLORADO DENVER SCHOOL OF MEDICINE

ALUMNI ASSOCIATION BOARD OF DIRECTORS

MINUTES OF THE BOARD MEETING

MONDAY, FEBRUARY 11, 2008

UNIVERSITY OF COLRADO DENVER, 9TH AVENUE CAMPUS

SCHOOL OF MEDICINE, CHANCELLOR'S CONFERENCE ROOM

I. CALL TO ORDER AND WELCOME

President Christine Petersen, MD called the meeting to order at 5:49 p.m. Meeting attendees included President Petersen (via conference call); President-Elect John Farrington, MD; Drs. J.J. Cohen, Rudy deLuise, Raym Geis, Richard Harvey, Asa'ad Mubarak, Jim Neisler, Arthur Waldbaum, and Rolan Zick; Medical Students Ramnik Dhaliwal, Jack Courtney, Lisa Foley, Jeunesse Grenoble, Heather Matthews. Others present included HSC Alumni Interim Director Joy French; HSC Alumni Assistant Director Layna I. Forrester; CU Foundation Representative Emily Paine; SOM Dean Richard Krugman (via conference call).

II. APPROVAL OF MINUTES

Moved by Dr. Harvey, seconded by Dr. Farrington, and approved unanimously (10-0, Drs. Bartlett, Eliason, Fisher, Rymer, Winter and Sambunaris were absent from the meeting), that the minutes from the board meeting held December 10, 2007, be approved.

III. PRESIDENT'S REPORT

President Petersen called for a motion to elect the next president of the alumni association. *Moved* by Dr. deLuise that Dr. John Farrington be elected the next School of Medicine Alumni Association Board president, seconded by Dr. Harvey. The motion passed unanimously 10-0, with Drs. Bartlett, Eliason, Fisher, Rymer, Winter and Sambunaris absent for the vote. The meeting was immediately turned over to newly elected President Farrington.

President Farrington began the meeting by thanking Dr. Petersen for the work she did as president in the previous year. He welcomed Drs. deLuise and Zick as new board members and announced that an additional two members (Drs. Molk and Cohen) who were nominated have not been heard from since they were asked to join the board in December 2007. He explained that a note would be going out to them to ascertain whether or not they would like to still be considered for membership on the board.

Dr. Harvey asked who nominated these individuals. It was determined that Dr. Petersen nominated Dr. Molk; and Dr. Fisher nominated Dr. Cohen.

Recognition of retiring board members Nick Alsever, MD and Doug Scott, MD was made. Interim Director French noted that letters or plaques of thanks will go to these board members.

IV. DEAN'S REPORT

[This item was taken up after the Finance Committee report but for research purposes appears in the order it was listed on the agenda.]

Dean Krugman joined the meeting via conference call at approximately 6:25 p.m. He announced that Bruce Benson was likely the candidate that would become the next president of the university. He noted that Mr. Benson's tenacity for fundraising would be of tremendous value to the medical school, in particular.

He continued his report by updating the board on the happenings in the School of Medicine specifically touching on the upcoming LCME accreditation site visit in March 2009; an update on the status of the move to Anschutz Medical Campus; the beginning of the legislative session where an internal struggle over funding will be prominent; the celebration October 3, 2008, to honor the completion of the move to the Anschutz Medical Campus; and the announcement of a very special fundraising event to raise \$1 million for the school on October 4, 2008.

V. COMMITTEE REPORTS

Finance. President Farrington opened the discussion by announcing that Treasurer Max Bartlett, MD would no longer be able to hold the title of treasurer because he will officially no longer be a member of the board. He noted that Dr. Bartlett would be staying on the board in an ex-officio capacity to advise on financial matters.

Moved by Dr. Zick that Dr. deLuise be named the next treasurer. The motion was seconded by Dr. Harvey and approved unanimously (10-0, with Drs. Bartlett, Eliason, Fisher, Rymer, Winter and Sambunaris absent for the vote).

President Farrington asked that Interim Director French give an update on the financial status of the association. Interim Director French called attention to several documents provided to the members at the meeting. She explained that the current balance in the fund was approximately \$16,000. It was noted that this figure would increase with the upcoming membership drive; however, the reunion in May 2008 would require a significant portion of those funds. Interim Director French provided board members with a copy of the operating manual and noted that page 15 of that manual contained an explanation of the operating budget including revenue and expenditures.

Dr. Waldbaum noted the \$20,000 deficit that was projected for the end of FY 2008 and asked how the association planned to deal with that. President Farrington reminded the board that membership dues were increased to \$75 per year from \$50 and that an intensive push to increase the membership was going to take place in the coming months. He also noted that lifetime memberships would be discontinued effective June 30, 2008. Dr. Waldbaum asked about the dramatic drop in membership to which

Interim Director French responded that a lack of advertisement to alumni in the past year could have negatively affected the number of new memberships. President Farrington also reminded the board that we experienced an increase in memberships because of the recent graduating classes, however, those memberships are free for the graduate's first four years.

Dr. deLuise expressed his concern over the apparent lack of commitment from the dean and the school to the association. He noted that it was "important to get a commitment from the administration, the chancellor, the dean, senate faculty leaders, students and alumni because what this association does is important to them and to their future." President Farrington announced that he was scheduled to attend a meeting with Dean Krugman, Past-President Petersen, Interim Director French, and Assistant Director Forrester to begin serious about long-term goals as well as financial commitment from the school and the university. He noted that this meeting would be held February 22, 2008, and asked interested parties to attend. President Farrington noted that a written update from that meeting would be provided to the board.

Dr. Neisler asked for a comparative analysis of peer institutions' alumni organizations to better understand what our organization should be doing and how it should be funded. Interim Director French committed to getting the data for the board by the next meeting.

Membership. President Farrington called the board's attention to the *Proposed Timeline for Membership Development* document. He walked through the various points of the document and explained each in detail. *Moved* by Dr. Harvey, seconded by Dr. deLuise and approved unanimously (10-0, with Drs. Bartlett, Eliason, Fisher, Rymer, Winter and Sambunaris absent for the vote) that the document as written should be adopted and acted on by the board and the Alumni Relations Office staff.

Specific concerns raised by board members during the discussion included the acknowledgement of how difficult it is for alumni and board members to raise money; a lack of understanding and "know-how" by students to get involved at the appropriate levels; understanding who the audience is for events and tailoring the events to the local community to get alums more interested in what we're doing and perhaps rethinking the term "reunion" or investing in a separate event for local alums; raising the lifetime membership to \$1500 until June 30, 2008, and allotting \$100 to the general fund and the remainder to the scholarship fund can only be done with acknowledgement to alums that this is how we are spending their money; the continued difficulty in keeping in touch with alums from the university and how a consistent, lifetime email address might help alleviate some of the contact issues we experience; and a discussion of legislative issues and how the board can help with the process.

Nominating Committee. Dr. Petersen initiated a discussion of president-elect and the duties, responsibilities, and terms associated with the position. She noted that the president-elect for this term didn't need to be elected until next year as the position only serves a one-year term. A discussion of the discrepancy of this term ensued and President Farrington announced that it was his intention to have this and other items reviewed in the bylaws.

Awards. Drs. Mubarak and Geis presented the Awards Committee's recommendations for this year's awardees. The awardees selected were Dr. Ned Calonge for the Silver and Gold Award; Dr. Ted Clarke for the Distinguished Service Award; and Dr. Tom Stavros for the Distinguished Achievement Award. The board unanimously agreed that these individuals should be given the respective awards.

Outreach. President Farrington questioned whether or not the Outreach Committee was a redundant committee. Ms. Matthews stated that it was her belief that much of the work charged to the committee in the bylaws was accomplished through the membership committee. *Moved* by Dr. Neisler, seconded by Ms. Matthews, and approved unanimously (10-0, with Drs. Bartlett, Eliason, Fisher, Rymer, Winter and Sambunaris absent for the vote) that the Outreach Committee be dissolved.

Alumni-Student Relations Committee. Ms. Matthews reported that and Alumni Night event is being planned for April and that information will be forthcoming as the details progress. Dr. Petersen reminded President Farrington that a chair for this committee needs to be identified. President Farrington noted this, and stated that he would be delegating that duty soon.

Reunion Committee. President Farrington asked Assistant Director Forrester to update the board on the progress made towards this year's Alumni Weekend. Assistant Director Forrester reminded the board that the Alumni Weekend was planned for May 22-25, 2008, and explained that much of the planning for the reunion was already done including identification of rooms for the event; specific class events for Friday and Saturday evenings; identification of a location and menu for the Silver and Gold Banquet (Seawall Ballroom at the Denver Center for the Performing Arts); and planning of many optional events to include a behind the scenes tour of the Denver Zoo, discounted tickets to the "Gold" exhibit at the Denver Museum of Nature and Science; discounted tickets to the "Inspiring Impressionism" exhibit at the Denver Art Museum; and discounted tickets to the Rockies vs. New York Mets game on Sunday, May 25, 2008. Assistant Director Forrester invited all of the board members to attend.

At the conclusion of the specific committee reports, President Farrington passed around a committee membership sign-up sheet and asked that the board members present sign up for membership on those committees which interested them. He noted that he would be assigning members to various committees and choosing members to chair the committees after the meeting. He asked members to be on the lookout for a mailing from the Alumni Relations Office identifying which committee they are assigned to.

VI. STUDENT REPRESENTATIVE REPORT

Students present included Mr. Courtney, Ms. Matthews, Ms. Foley, Mr. Dhaliwal, and Ms. Grenoble. Each student gave an update on what important events are occurring for the respective classes. Ms. Grenoble mentioned that the newly implemented School of Medicine curriculum included a mentored scholarly activity (MSA). This portion of the curriculum was optional for students in their third year, loosely required for students in their 2nd year, and mandatory for students in their first year. Dr. Petersen asked how alums could be involved in the process. Ms. Grenoble agreed to investigate further and get information to the appropriate staff people.

Interim Director French noted that Match Day for 2008 would be March 20, 2008, from 10:00 a.m. to 2 p.m. All board members are invited to attend the luncheon and more information will be forthcoming from the Alumni Relations office.

VII. ALUMNI OFFICE REPORT

Interim Director French introduced Layna Forrester as the new assistant director for alumni relations and the staff person dedicated to the School of Medicine Alumni Association Board. Updates included information regarding the move of board meetings from the 9th and Colorado Blvd. campus to the Anschutz Medical Campus and an announcement that members need to revise and update the Alumni Relations Office with any corrected or additional contact information so a complete and updated roster can be maintained on file.

VIII. CU FOUNDATION REPORT

CU Foundation Representative Emily Paine presented information regarding the planned Heritage Center on the Anschutz Medical Campus. Ms. Paine explained that even if the building renovation began today, completion of the project would not be for another four years. She noted that the importance of the building is to be able to provide alums, faculty, staff, and students a place where they can meet, hold functions, socialize and relax. She explained that this would also be the home of the Alumni Relations Office. She asked for the board's support and assistance identifying top donors for the project and in brainstorming ways in which a successful fundraising campaign can occur for this venue. President Farrington noted that the membership mailing that will be going out will mention the Heritage Center and will seek donations from prospective members. Dr. Geis expressed concern that physicians tend to want to donate to students and scholarships and not bricks and mortar. He also asked how the decision was made to support this endeavor; whether it was by committee or by the board as whole. Dr. Petersen volunteered to chair the committee in order to keep the momentum moving forward. Dr. Cohen expressed concern that faculty are being left out of the building and that currently faculty have no where to go on the Anschutz Campus to unwind, relax, study, grade papers, etc. Dr. Neisler agreed with Dr. Cohen and said that perhaps the biggest draw would be faculty and that by agreeing to space provided to faculty would help convince physicians to give to a place they felt they were welcomed. The discussion concluded with Dr. Geis asking the board to think about better defining the process by which the board supports certain fundraising efforts.

IX. NEW BUSINESS

President Farrington commented on the difficult year the board had been through and noted that with new staffing in place and renewed commitment by board members, the board can move forward and begin to focus on goals. He recognized the need to have the board vote on incumbent members to remain on the board. *Moved* by Dr. Zick, seconded by Dr. Harvey, and approved unanimously (10-0, with Drs. Bartlett, Eliason, , Fisher, Rymer, Winter and Sambunaris absent for the vote) that Drs. Farrington, Waldbaum, Fisher and Sambunaris be reelected to the board.

President Farrington suggested that board members begin thinking about the possibility of holding a board retreat to refocus the board and help the board come together to understand its mission and vision. Dr. Zick commented that retreats are only as good as the facilitator and that with a great facilitator a great retreat is possible. The board agreed to pursue a retreat in the spring.

President Farrington announced the creation of a new board committee for bylaws review. He explained that Assistant Director Forrester will be doing a general review of the bylaws and will be making suggestions for edits, revisions and additions to the newly created Bylaws Review Committee. Dr. Zick volunteered to chair the committee and Dr. Harvey volunteered to serve on the committee. President Farrington said that he would appoint additional members at a later date.

A discussion surrounding the status of the current stethoscope fund revealed that a greater fundraising effort needed to take place in order to fund this very important part of the medical student matriculation. With last year's donations for stethoscopes to each first year medical student, the total cost to the association was approximately \$12,000. The fund only had \$4000 in the fund for this purpose. Emily Paine committed to helping the board find a mechanism to endow this fund and to also identify donors for the current cycle in order to help offset the costs of the stethoscopes. A discussion regarding possible donation from a medical supplier ensued, with the Alumni Relations Office staff committing to assisting the board with the inquiry.

X. ADJOURNMENT AND NEXT BOARD MEETING

Seeing no further business to be brought before the board, President Farrington adjourned the meeting at approximately 7:44 p.m. The next School of Medicine Alumni Association Board meeting will take place on May 12, 2008, at the Anschutz Medical Campus with the specific room location to be determined at a later date.

Respectfully submitted by:

Layna I. Forrester
Assistant Director, Alumni Relations – health sciences programs