

## YOUNG ALUMNI ADVISORY COMMITTEE

### Terms of Reference

#### VISION OF YOUNG ALUMNI ADVISORY COMMITTEE

Young Alumni Advisory Committee members will have the opportunity to provide feedback and input on the Advancement Office activities and initiatives that relate to and impact young alumni.

#### MISSION

*To develop a group of passionate and supportive young alumni who are actively engaged in the life of the university and support it as ambassadors and volunteers.*

#### MANDATE

The Young Alumni Advisory Committee will fulfill three (3) main roles:

- **Advisory:** The committee will provide advice to the Advancement Office on young alumni programming and engagement activities. Members will offer a unique alumni perspective to ensure that the Advancement Office's vision is responsive to the needs and interests of current young alumni.
- **Representational:** The committee will strive to represent young alumni from all colleges across campus to ensure diversity.
- **Participatory:** Young alumni committee members will actively participate in alumni engagement events and activities.

#### COMMITTEE MEMBER APPOINTMENTS

- Committee members apply to be part of the Young Alumni Advisory Committee.
- Committee members will be selected annually by the Alumni Engagement Officer and can remain on the committee for a maximum of four (4) years. Each representative will be appointed to a one-year term with a review of that person's intent to remain in their position at the end of the term.

#### MEMBERSHIP

- Current alumni who are 35 years of age and younger **and** who have graduated within the last ten years are eligible to apply.
- The Young Alumni Advisory Committee can have between ten (10) and fifteen (15) members,
- The committee will maintain a diversity of membership to ensure broad and meaningful representation that reflects the diversity of USask alumni.
- Any vacancies throughout the year shall be filled with input from other members.

#### MEETINGS

- The Young Alumni Advisory Committee will meet 3 times a year virtually. Additional meetings may be called based on the needs of the group and the Advancement Office.

- The Advancement Office will call the meetings, set the agenda, lead and facilitate the meetings, and take meeting notes. The Alumni Engagement Officer will attend all scheduled meetings.
- A time commitment of four meetings between the months of October 2020 and June 2021 is required. Each meeting will be scheduled on Tuesday evenings from 6:30 pm to 8:00 pm and the meetings will be held during the following months (dates to be discussed):
  - October 2020
  - January 2021
  - March 2021
  - June 2021

#### **REVIEW OF TERMS OF REFERENCE**

The Terms of Reference will be reviewed at the end of each academic year to ensure they are meeting the needs of the Advancement Office.