



## PUBLIC NOTICE

UNLV Alumni Association  
Chapters & Clubs Committee  
Webex

November 3, 2021 | 5:30 p.m.

### AGENDA

#### Public Dial-In Information:

Phone Number: (415) 655 – 0001

Access Code: 1209596629

Time	Agenda Item	Who/Speaker
5:32 p.m.	<b>1) Call to Order</b> a) Roll Call* b) Public Comment** c) <b>FOR POSSIBLE ACTION:</b> Adopt the November 3, 2021 agenda of the Chapters & Clubs Committee. d) <b>FOR POSSIBLE ACTION:</b> Adopt the minutes from the August 18, 2021 meeting of the Chapters & Clubs Committee.	Jenn Oshiro Rivers, Chair
5:35 p.m.	<b>2) Chair's Report</b> a) <b>INFORMATION:</b> Recap from the October 22, 2021 UNLV Alumni Association Board Meeting. <ol style="list-style-type: none"> <li>1. Welcome SIHS Alumni Chapter</li> <li>2. Thank you to our outgoing Chapter/Club Presidents</li> <li>3. Welcome to incoming Chapter/Club Presidents</li> <li>4. 2022 New Directors/Executive Committee</li> </ol> b) <b>INFORMATION AND DISCUSSION:</b> Annual election and recruitment suggested timeline. <ol style="list-style-type: none"> <li>1. <del>August:</del> Call for applications</li> <li>2. <del>September/October:</del> Interviews and elections</li> <li>3. <b>November:</b> Transition - Voting in, joining meetings and programs and Alumni Engagement admin assistance</li> <li>4. <b>January:</b> Terms begin and Symposium               <ol style="list-style-type: none"> <li>i. <b>Symposium:</b> January 7 &amp; 8 (Possible hybrid)                   <ol style="list-style-type: none"> <li>1. <b>DISCUSSION:</b> Training topics of interest/needs</li> </ol> </li> </ol> </li> </ol> c) <b>INFORMATION AND DISCUSSION:</b> FY22 Annual Report templates <ol style="list-style-type: none"> <li>1. Assisting brand new chapters and clubs and new volunteers.</li> </ol>	Jenn

- 5:50 p.m.      **3) New Business**      Amanda Gordon, Staff Liaison  
**a) INFORMATION AND DISCUSSION:** November and December check runs:  
    a. November 18<sup>th</sup>  
    b. December 16<sup>th</sup>  
**b) INFORMATION AND DISCUSSION:** Administrative support from Alumni Engagement Office.  
    1. Recurring virtual 1:1 meetings with Amanda  
    2. Distribution of e-newsletters (through iModules platform), election announcements, program/event invitations  
    3. Cross-promotion on social media (you provide image/content)
- 6 p.m.      **4) Chapter and Club Updates**  
Each Chapter/Club representative will have up to 2 minutes to provide a brief update on needs and share upcoming programs.
- 6:35 p.m.      **5) Upcoming Meetings**      Jenn  
a) January 7 & 8 – Volunteer Symposium  
b) **DISCUSSION:** 2022 Committee Meetings
- 6:45 p.m.      **6) Public Comment\*\***      Jenn  
6:50 p.m.      **7) Adjourn**      Jenn

\* Agenda items may be taken out of order to accommodate persons appearing before the Committee and/or to aid in the effectiveness of the meeting at the discretion of the chair. A motion to reconsider an item may be made at any time before adjournment of this meeting. Similarly, if an item is tabled at any time during the meeting, it may, by proper motion and vote, be taken from the table and thereafter be the subject of consideration and action at any time before adjournment of this meeting.

\*\* Under the Public Comment agenda item, members of the general public may bring matters not appearing on this agenda to the attention of the Committee. The Committee may discuss the matters, but may not act on the matters at this meeting. If the Committee desires, these matters may be placed on a future agenda for action. A time for public comment is provided at the conclusion of the meeting. The Chair reserves the right to call on individuals from the audience or to allow for public comment at any time. Time limit: A time limit of three minutes may be imposed on public testimony by the Chair in order to afford all members of the public who wish to comment an opportunity to do so within the timeframe available to the Committee.

PLEASE NOTE:

Public comment will be taken on each agenda item as it is heard. **THERE WILL BE NO IN-PERSON ATTENDANCE AT THIS MEETING.** If you desire to provide general public comment or public comment on an individual agenda item, please dial-in with the details at the top of the agenda.

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UNLV Alumni Association website at <https://www.unlv.edu/alumni/announcements> and the Nevada Public Notice Website at <https://notice.nv.gov>