

## USF Business Alumni Network (BAN) Meeting Minutes

Saturday, January 9, 2016

8:30 a.m., Executive Conference Room, Motherhouse 3<sup>rd</sup> Floor

**Attendee list:** *Donna Kozak, Joni Kaluza, Karen Ciarlette, Joseph Ferrallo, Amber Landrey, Sara Niedrich, Caryn Jakielski, Caroline Portlock, Edward Wisniowski, Valerie Penn, Anne-Christine Tompkins, April Smith (phone)*

- Introduction & Prayer
- Welcome and call for November 2015 minutes (emailed for review)- Joseph Ferrallo had some additions to the November 2015 minutes as follows:
  - Information regarding the College of Business and Health Administration
    - MBA- 8 concentrations available; GMAT and prerequisite requirements have been dropped
    - BAN members are encouraged to recruit friends and colleagues for continued education in COBHA
  - Volunteer opportunities with the Boys and Girls Club
    - Joseph Ferrallo reached out regarding individual and group opportunities. This does not necessarily have to be a BAN-sponsored event, but is open to anyone who would like to volunteer and will be promoted to alumni and students
- Motion to approve November 2015 minutes- Karen Ciarlette; second by Joseph Ferrallo
- Secretary position available- thanks Tim for your service!
  - President-Elect will record the minutes until further notice
  - Asking for a volunteer to become Secretary of BAN- reach out to the Alumni & Family Relations Office if interested- Aubrey Knight or Valerie Penn
- Alumni Report
  - Thank you to Commencement volunteers on December 19
  - Commencement volunteers needed at t-shirt/ necessities table at upcoming graduation
    - May 14: 7:30-9 a.m., 10-11:30 a.m., 11:30-1 p.m., 2-3:30 p.m.
  - St. Francis Sweethearts on social media
    - During the month of February, stories will be shared of how couples met while attending USF
    - Encouraged to reach out to couples you may know to increase participation
  - Career Networking Dinner
    - February 25 at 6:00 p.m. in San Damiano Hall (complimentary)
    - Bring business cards!
  - Bowling Night
    - Friday, July 29 at 6:00 p.m., Town & Country Lanes, Joliet
  - Fall BAN events must be submitted to the Alumni Office by April 30 to make it into the newsletter

- USF calendars are being sold (\$15) while supplies last
  - Proceeds go to the USF Francis Fund for student scholarships
- Career Festival at North Central College in Naperville
  - Friday, January 29, 10 a.m.- 3 p.m. for opportunities in the business sector; 1-5 p.m. for opportunities within school districts
  - \$10 payment for early registration by January 23 or \$20 payment at the door
  - Stop by the USF Career Services department for help with resume, job leads, etc.
- SAM Program
  - Consider applying to become a mentor for this upcoming year
- Shoe Drive- drop off box in front of Aubrey Knight's office at the Alumni & Family Relations office (Deadline February 1)
  - All shoes are needed (kid's, adult's, flip-flops, heels, boots, etc.) and in any condition (worn, new, used)
  - The benefitting family will receive \$0.40 per pound to help bring their adopted child, Zhen Zhen home from China. The donated shoes are all cleaned, repaired, and recycled to those in need around the world.
- BAN sponsored events (sign-up sheets distributed)
  - Looking for fall BAN event ideas
  - Relay for Life- April 16 at USF
    - Donna Eakle and Caroline Portlock are joining to create a Disney-themed team and are inviting BAN members to join and support this cause
    - Set up BAN table at Relay for Life to promote events and pass out water bottles.
    - More information will be distributed at the next BAN meeting
  - BAN event idea- "What's Your Score?"
    - This event will be geared towards students so they can learn to manage their debt, find out what impacts their credit score, dealing with student loans, credit card interest, car loans, etc.
    - Amber Landrey volunteered as a speaker, Joseph Ferrallo volunteered to be on the panel, and Caryn Jakielski volunteered as moderator
    - Ask the Financial Aid department to set up a table at the event for additional information
- Service Opportunities
  - Joliet Hope Center- May 7 (immediately following the scheduled BAN meeting)
  - Sunny Hill Gardening Day- May 21 at 9:30 a.m. (until approximately noon)
    - Sign-up sheet will be circulated at the next meeting to figure out vegetable plant donation items
  - Sunny Hill Valentine's Day- opportunity to distribute cards and balloons to the residents
- BAN Newsletter

- Fall newsletter missed; spring (March) edition- seeking a junior student. Joseph Ferrallo will reach out to SBA, FREE, ACE and students in class for volunteers.
- Ideas for newsletter:
  - Degree overviews & USF programs currently available
  - USF success stories & alumni spotlight
  - Interview with COBHA dean
  - Business Incubator at USF downtown campus- full spread for Fall semester newsletter?
  - Campus expansion and plans for the future years along with pictures
  - Highlight upcoming BAN events
  - Joy Thompson & Dr. LaRocco scholarships
- Possibility of quarterly newsletters instead of Fall and Spring newsletters only
- BAN Social Media
  - Increased number of “likes” over time
  - Encourage BAN members to check in and post pictures as applicable
  - Send additional ideas to AC
  - BAN Google+ page exists, but is not currently up-to-date. It was decided to suspend this account until further notice.
  - Possibility of incorporating a Twitter account and/or LinkedIn account
- COBHA updates
  - Reposition of COBHA
    - College of Business representative- Dr. David Gordon
    - College of Health representative- Dr. Michael Stowe
    - College of Professional Studies representative- Dr. Bonnie Covelli
  - New Administrative Assistant in COBHA to start in January
  - Enrollment in COBHA has increased this year and marketing efforts will continue
- New Business
  - Joseph Ferrallo announced that the COBHA is looking for a temporary accounting professor for this upcoming year
    - Apply on USF website
    - Must have a Master’s Degree and CPA to qualify
  - BAN collectively would like to give back to student scholarships at USF
    - Possibility of a fundraiser at this upcoming Homecoming to sell raffle tickets to win donated basket items. All proceeds will go to student scholarships at USF.
- Upcoming meetings:
  - Saturday, March 5
  - Saturday, May 7- directly following the meeting, we will head to the Joliet Hope Center for a volunteer opportunity
- Adjournment