MEMBER-AT-LARGE FACT SHEET

The RUAA Alumni Leaders Council:
The Rutgers Alumni Leaders Council (ALC) is an assembly of volunteer alumni leaders, including members of the Rutgers University Alumni Association (RUAA) Board, leaders of the 100+ chartered alumni organizations worldwide, at-large members, and university partners. The ALC members share in the RUAA’s vision and purpose to advance the best interests and well being of Rutgers University by engaging all alumni in the life of the institution through communication, programming, services and volunteer opportunities. The council is responsible for ratifying the slate of RUAA Board members annually, and they officially convene at least once a year at the Alumni Leaders Conference and Awards.

Member-at-Large Job Description:
Members at-large participate fully in the general business of Council meetings, including any Council vote and other Council activities. The positions were created specifically to broaden the Alumni Council’s reflection of the alumni body, and provide new insight on the scope, effectiveness, and variety of alumni activities, all of which should clearly support the Rutgers University Alumni Association (RUAA) mission of “Advancing Rutgers by engaging all alumni.” Members at-large are alumni who are invested in the success of the RUAA and the University, and wish to serve both in a greater leadership role in the future. While we strive to insure that the ALC is made up of alumni from a variety of diverse backgrounds, the at-large members serve as individuals and not as representatives of any group.

Role of the Member-at-Large:

Be Informed. Understand the RUAA strategic plan and participate in the implementation of the plan where appropriate. Develop knowledge of other Council roles, in consideration of the member’s succession to a different role (committee member, board member, or other alumni volunteer role). Maintain familiarity with RUAA and its signature initiatives.

Vote. Members at-large are expected to have enough knowledge on a topic to be able to utilize their voting privileges, as outlined in the RUAA Constitution and By-laws, to help carry out the best interests of all alumni. Prior to the Annual Council Meeting, an electronic vote is sent to the Council to ratify the new RUAA Board of Directors and any changes to the RUAA Constitution. One hundred percent participation in the vote is expected.
**Be Present & Be Involved.** The ALC meets twice annually, typically in fall and spring. Members at-large are expected to attend both meetings, accept leadership and participatory roles in college programs and activities as needed, and attend regional and campus activities whenever possible. Participate by putting forth appropriate nominations for the Hall of Distinguished Alumni Awards, REAL Awards, and RUAA Board and Trustee Nominations processes.

**Be an Advocate.** Members at-large are encouraged to communicate openly about the RUAA with fellow alumni in their respective communities, as well as support and encourage active engagement of all alumni. Members serve as a liaison to Rutgers alumni as a two-way communication channel to and from the RUAA Board. Notify staff members of alumni concerns in your area and assist the RUAA in identifying, cultivating, and involving other alumni leaders.

**Support Rutgers.** All at-large members of Council are expected to support Rutgers in an area of passion through the Rutgers University Foundation. The goal is 100 percent participation of the Council. A minimum gift is not defined. The key is participation, not the amount of the gift.

**Committee Work Matters.** Members at-large may be invited to participate in one of the committees of the RUAA during their term. The RUAA by-laws specifically call for Council members on certain committees, such as Nominations. In addition, the RUAA may create subcommittees to focus on a specific topic. Active participation and creativity are essential to the success of all committees.

**Sample Activities:**
- Alumni Leaders Council Conference
- RUAA committee work
- Vote via electronic ballot
- Special projects or ad hoc committee

**Process Description**
A list of potential candidates for available member at-large positions is developed from recommendations of fellow Council members, members of the RUAA board and committees, and self-nominations. A pool of nominees is presented to the nominations committee, who ultimately shape the final slate of candidates. There is no set number of at-large positions, but the number of Members at-large cannot exceed 25 percent of the total council. The RUAA Board of Directors then votes to approve the slate of Members at-large to the Council.