Members of the Alumni Association Board of Directors may use the following guidelines to define their involvement with the Board.

**General Expectations:**

1. Support the organization’s mission, purposes, goals, policies and program, while knowing its strengths and needs.
2. Use time and talent to advance and promote Michigan Tech.
3. Be a role model, an ambassador, and evangelist for Michigan Tech; Directors are Champions of the Michigan Tech Image!
4. Suggest possible nominees to the board who are people of achievement who can make significant contributions to the work of the board and the progress of the organization.
5. Serve actively on projects as requested by the chair.
6. Provide input and feedback to the chair on the performance of staff members.
7. Attend activities and events sponsored by the Association whenever possible.
8. Continue to stay engaged with Michigan Tech and the Alumni Association after completion of term of service on the Board as a Life Director.

**Meetings:**

1. Prepare for and participate in semi-annual meetings held at Michigan Tech (often held during August Reunion, Fall Homecoming and Winter Carnival weekend.) Board members are responsible for covering their own travel costs and accommodations when attending meetings.
2. Participate in a Board project group or standing committee as assigned by the Executive Committee.
3. Ask timely and substantive questions at board and committee meetings consistent with personal conscience and convictions, while supporting the majority decision on issues decided by the board.
4. Maintain confidentiality of the board’s executive sessions, and speak for the board of the organization only when authorized to do so.
5. Suggest agenda items periodically for the board and committee meetings to ensure that significant policy-related matters are addressed.

**Avoiding Conflicts:**

1. Serve the organization as a whole rather than any special interest group or constituency.
2. Avoid even the appearance of a conflict of interest that might embarrass the board of the organization, and disclose any possible conflicts to the board in a timely fashion.
3. Never accept (or offer) favors or gifts from (or to) anyone who does business with the organization.

**Fiduciary Responsibility:**

1. Exercise prudence with the board in the control and transfer of funds.
2. Faithfully reads and understand the Association’s financial statements and otherwise help the board fulfill its fiduciary responsibility.

**Fundraising:**

1. Make a meaningful annual gift to the annual fund according to personal means.
2. Assist the organization by implementing fundraising strategies through personal influence with others.
3. Participate actively in all organizational fundraising special events, programs, and activities.