

Alumni Advisory Board Meeting Minutes

Date: 01/12/2021

Time: 17:00 – 19:30

Location: Hybrid

Facilitators

Jacqui Bashford, Chair of AAB, Dr. Vasiliki Kalodimou, Vice-Chair of AAB, and Charlie Werren, Alumni Engagement Manager.

In Attendance

Kelly Atkins, Head of Events and Alumni

Item one: Welcome and opening remarks

Jacqui and Dr Vasiliki extended a warm welcome to the board members and the staff members in attendance and provided an overview of the agenda.

Actions:

- None.

Item two: Update from the Alumni team and subcommittee update

Charlie Werren presented an update on what the alumni team has been up to since the last meeting, including some of the events that we have facilitated which included: 2 x Black History Month events, Alumni Achievement Awards, 2 x Interest groups, 1 x Virtual networking event and 3 x Winter graduations.

Charlie gave a short overview of the Alumni Achievement Awards and the Winners as well as the AAB Change Maker award and how it closes the success project of the previous chairs term.

Charlie gave a short overview of the Mentoring Academy and its launch and how it closes the give back project of the previous chairs term.

She explained how both projects are now legacies and will continue to run and expand with the support of the team.

Charlie also updated on the Graduates Outcomes survey as well as provided information on upcoming projects and future dates for the diary.

Actions:

- Presentation to be circulated.

Item three: Presentation of new chairs plans

Jacqui and Dr Vasiliki presented their 2022/23 mission plan. They first gave an overview of who is currently actively involved in the work of the board and their plans for how to expand this including more formal titles rather than subcommittee leads.

They discussed the key areas the work of the board would fall under which were grow alumni engagement, active sustainability, communication, alumni employability skills and all in culture.

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Jacqui and Dr Vasiliki went on to discuss the what next with a focus on Masterclasses and Mentoring lounges as part of the Mentoring Academy as well as looking at the importance of continued education for graduates.

Actions:

- Circulate presentation to open feedback period for board members.
- Close feedback period for board members on Monday 20th December 2021.

AOB:

- 1) A board member raised concerns over issues at the recent graduation ceremonies regarding staff being unable to access the venue.

Actions:

- Kelly Atkins to follow up with school to ensure issues to not arise at future events.

- 2) A board member raised concerns of the recent graduate engagement numbers.

Actions:

- Charlie to present engagement numbers at next meeting.

- 3) A board member express a concern over what the team offers.

Actions:

- Charlie to present benchmarking document at next meeting.

- 4) A board member expressed for support in finding a job.

Actions:

- A follow up email to be sent to the board member sign posting them to the careers zone to be sent.

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Next meeting: Monday 20th March

Important Dates for your diary:

2021

Thursday 2nd December – Alumni virtual quiz

Thursday 14th December – Webinar

Monday 20th December – Interest group meet

2022

Tuesday 11th January – Time for tea catch up

Monday 24th January – Interest group meet

Thursday 27th January – Book club relaunch

Monday 28th February – Interest group meet

TBC Feb – LBQT+ events

TBC Feb - Webinar

Tuesday 8th March – Time for tea catch up

Monday 25th March – Interest group meet

TBC March – Roundtable (physical)

TBC March – Networking (physical)