

Alumni Advisory Board Meeting Minutes

Date: 16/03/2021

Time: 17:00 – 19:30

Location: Online

Facilitators

Joan Saunders-Reece, Chair of AAB, Jacqui Bashford, Vice-Chair of AAB, Sub-committee lead Give-back program, and Charlie Werren, Alumni Engagement Manager, Kamile Hudson, Senior Alumni Engagement Officer.

In Attendance

Vanessa Varvas, Chief Marketing Officer, Scott Williams- Director of External Relations, Fitzroy Andrew- Senior Institutional Equity Officer.

Item one: Opening remarks, Welcoming of new board members

Joan extended a warm welcome to the board members and the staff members in attendance. Joan provided a brief update on what the board has been up to since the last meeting. Joan reminded the board about Jacqueline Malcolm stepping down from her position as 'Vice-Chair of the Alumni Advisory Board' and again welcomed and congratulated Jacqui Bashford for stepping into the role as 'Vice-Chair' until the end of the chair's term and we recruit a new chair and vice-chair.

Actions:

- None.

Item two: How UEL is coping with Covid - 19 long term plans

Scott presented to the board how the university has adjusted to making sure that its students still receive a high quality level of education via blended/distance learning and the digital transformation that the university has undertaken. Scott spoke about the COVID safety precautions that the university has adopted and highlighted the tremendous work that the staff and students have done with the COVID testing site at the Docklands campus.

Actions:

- None.

Item three: Focus on equality and diversity over the last 6 months and looking forward

Fitzroy spoke about the university's continuous improvement to standards of practice in relation to equity and inclusion as well as development opportunities. He further spoke about the degree award gap and awards that the team is putting themselves forward for.

Actions:

- None.

Item four: Sub-Committee meetings recap

Jacqui Bashford provided an update on how her project- the mentoring circle has been going. She spoke about the plans to relaunch the project utilising the digital platforms that are available and opening it out to both UK and internationally based graduates. Vadi gave an update on his project. Jaasir was unable to make the meeting.

Actions:

- Jacqui to re-examine the handbook and mentor lead package and make sure it is up-to-date.
- Vadi to meet with his sub-committee group and develop a plan.

Item five: Introduction to Chair Nominations

Charlie Werren presented information on the process for nominating new chairs of the board. She outlined deadlines and key dates for the process.

Actions: None

Item six: Update from the Alumni team

Charlie Werren presented an update on what the alumni team has been up to since the last meeting. Charlie showcased the latest version of the Alumni Magazine and highlighted its VR capabilities. Charlie also gave an overview of the upcoming projects, including interest groups, virtual celebrating success campaign, UELConnect Ambassadors, Alumni Survey and she also outlined dates for diaries. Charlie told the board that we will be keeping the virtual element to our board meetings even when we can return to face to face.

Actions: None

Next meeting: 22nd June 2021.