

## MEMORANDUM

**TO:** Institutional Advancement Committee

Mr. Luke M. Hillier, Chair  
Ms. Judith O. Swystun, Vice Chair  
Mr. Fred J. Whyte (ex-officio)  
Mr. Barry M. Kornblau (ex-officio)  
Mr. Jeffrey W. Ainslie  
Mr. David L. Bernd  
Dr. Richard T. Cheng  
Dr. Mary Maniscalco-Theberge  
Mr. Frank Reidy

**FROM:** Alonzo Brandon  
Vice President for University Advancement

**SUBJECT:** Institutional Advancement Committee Meeting  
April 24, 2014, Agenda

The Institutional Advancement Committee of the Board of Visitors will meet April 24, 2014, from 10:30 a.m. to 12:00 p.m. in the Board of Visitors Room of Webb Center.

### ACTION ITEMS

1. Approve the minutes of the December 5, 2013 meeting.

### ITEMS FOR REVIEW

#### Office of University Advancement

1. **Mr. Daniel Genard**, Associate Vice President for Advancement, will report on dashboard items measuring productivity in the area of University Advancement.
2. **Ms. Dana Allen**, Assistant Vice President for Alumni Relations, will report on Alumni Relations events and chapter/club activities.

**Office of Government Relations** – **Ms. Elizabeth Kersey**, Assistant to the President for Local, State and Federal Government Relations, will give an update on the government internship program.

**CLOSED SESSION** – The members of the Institutional Advancement Committee will receive information related to the items to be discussed in closed session.

cc: Lytton Musselman (Faculty Representative)