



Board of Directors Application

About the Student Alumni Association (SAA)

The Student Alumni Association serves as the student arm of the Alumni Association. Its goal is to facilitate interaction between students and alumni and to enhance the student experience by providing opportunities that strengthen lifelong loyalty to CSU. SAA provides unique benefits including networking with alumni, connecting with other students, and complimentary members-only goodies. SAA are the keepers of the traditions at CSU and work with other organizations and departments to create and sustain traditions.

Student Alumni Association Board of Directors

The governing body of the Student Alumni Association is the Board of Directors which is made up of six Directors and four standing committees. Board members will meet bi-weekly throughout the fall and spring semesters. To qualify for the board, a student must be an active member of the Student Alumni Association, and in addition must have a minimum cumulative GPA of 2.75. A term limit of one year will apply to all board positions. To sign up for SAA, visit Alumni.ColumbusState.edu/SAA or come by Richards 136.

Duties of the Board of Directors

General Duties: Attending Board of Directors' meetings, achieving the mission statement, attending regular meetings with the committees under his/her title, and setting committee goals. All board members will serve at least one hour per week in the Office of Alumni Engagement.

President: Serve as a student representative on the Columbus State University Alumni Association Board of Directors; develop agendas, moderate and being ultimately responsible for all Student Alumni Board meetings; act as a representative and spokesperson to the media and community; act as a liaison between students and alumni; and participate in Columbus State University Alumni Association, Student Alumni Association, and Student Alumni Board events.

Vice President of Operations: secure board members to participate in events, and coordinate the dates, times, and duties for each event. Other responsibilities will include taking and reporting minutes at all Student Alumni Board, Student Alumni Association, and executive committee meetings; ensuring that all reports, minutes and documents are easily accessible to all members; attending Student Alumni Association and Student Alumni Association-related meetings; completing space requests; and supervising and coordinating with all other Board Members.

Director of Marketing & Communication: Student Alumni Association's contact with the remainder of the Columbus State University campus to project a positive image of the SAA and its board. They will oversee the Marketing & Communications committee; will be responsible for attending all

Student Government Association forums as SAA representative; administer all social media accounts; and create and distribute all SAA event advertisement and public relations.

Director of Recruitment: oversee the Recruitment Committee; maintaining membership-related data; develop a comprehensive membership recruitment plan; and design and compile all SAA spirit packs and member perks.

Director of Alumni & Networking: oversee the Alumni & Networking Committee; annual Professional Development Dinner; act as a liaison to the Office of Alumni Engagement in regards to the CampusTap Mentoring Platform; and assist in facilitating interactions with students and alumni.

Director of Spirit & Traditions: oversee the Spirit & Traditions Committee; coordinate and plan events aimed at boosting student presence at athletic functions, such as “CSU Spirit Days”; serve as a liaison to the Cougar Kickoff, Homecoming, and WinterFest student committees; and assist the Office of Alumni Engagement in creation of the Tower Traditions book.

Application Due Dates & Selection Timeline

April 21st

Applications due to Richards Hall 136 or by email to Alumni@ColumbusState.edu by 5pm

April 24th – April 27th

Interviews: When your application is received, you will receive an interview registration link.

April 27th

New Board announced via SAA Facebook & Instagram

April 28th 2-4PM in Richards Hall

New Board Member Orientation

Student Alumni Association

■ ■ ■ Columbus State University

Name: _____ Cumulative GPA: _____

Student ID#: _____ Classification: _____

CSU E-mail: _____

Home Address: _____

Cell Phone: _____ I prefer: ___ Texts ___ Phone Calls

Reference 1 Name & Email: _____

Reference 2 Name & Email: _____

*References should be faculty, staff, former employers, advisor, or supervisors – NOT family members)

Position Applied for (Check all that apply):

- President
- Vice President of Operations
- Director of Marketing & Communication
- Director of Recruitment
- Director of Alumni & Networking
- Director of Spirit & Traditions

Organizations you are involved in outside of SAA: _____

If you are chosen, would you be willing to limit other activities to devote your time to SAA?

___ Yes ___ No, because _____

I hereby authorize the Office of Alumni Engagement at Columbus State University, to review and discuss my grades, formal disciplinary record and other records of extracurricular activities concerning me that are maintained by CSU or are submitted by me for their consideration.

By signing this application you are agreeing to the above conditions and requirements.

THIS APPLICATION IS DUE FRIDAY, APRIL 21ST BY 4PM IN RICHARDS 136 OR BY EMAIL TO ALUMNI@COLUMBUSSTATE.EDU

Signature

Date

Supplemental Questions

List all past collegiate activities and indicate any leadership positions:

How have those past leadership positions shaped you as a person?

Why do you feel you should be on the SAA Board of Directors?

What do you hope to gain/learn through your experience?

If you have any questions regarding this application or the Student Alumni Association, please contact:

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