



Alumni Association Meeting Minutes
Tuesday, November 17, 2020
7:00 p.m.

Video Conference Call

Alumni Council Members: Kristine Parbuoni (President), Daniel Mansour (President-Elect), Kelcymarie Bye (Past President), David Ngo (Treasurer), Geoffrey Heinzl (Secretary), Greer Huffman (UMSOP Alumni Affairs), James Bresette (MAL¹), Mitchell Johnston (MAL), Eziaku Ogbonna-Makia (MAL), Maria Palmer (PharmD '22), Magaly Rodriguez de Bittner (MAL), Hoai-An Troung (MAL)

ACTION ITEMS

- **Geoff** and **Greer** will reach out to Kristina San Juan and Sarah Michel regarding graduate student attendance at future meetings.
- **David** will confirm the consolidation of closed accounts in the accounting report.
- **Kristine** and **Greer** will distribute the alumni awards nomination forms for review.
- **All members** will submit nominations for the Honored Alumnus and Honorary Alumnus Awards.
- **All members** will submit ideas for topics and presenters in the school's Timely Topics lectures, and provide awareness of upcoming events in their networks.

NOTES

I. Logistics

A. Call to Order & Welcome (Kristine Parbuoni)

1. Kristine called the meeting to order at 7:03 PM.

B. Introductions (All)

1. The Alumni Council Members and other attendees introduced themselves.
2. Kristine asked about graduate (MS/PhD) representation on the Alumni Council as ex-officio members. Geoff suggested reaching out to Kristina San Juan for representation from the Pharmaceutical Sciences program, which Kristine reported as being unsuccessful. Greer will follow up with Kristina San Juan and Sarah Michel.

C. Approval of Minutes from May 7, 2020 (Geoffrey Heinzl)

1. Kristine reviewed the minutes from the previous meeting. Mitchell motioned to approve the minutes; David seconded the motion. The minutes were approved unanimously.

¹ Member At Large

D. Treasurer's Report (David Ngo)

1. The Alumni Association (operations) account holds \$1,714.46, and the Alumni Association, Spendable Income Account holds \$12,354 account. David inquired about consolidation of the all-alumni reunion account. Greer confirmed that the all-alumni reunion account was closed because it had not been used in three years and were re-allocated to the general alumni account. Jim asked if that transfer would appear in the accounting report, which David suggested he would investigate for the next Treasurer's Report.

E. Conflict of Interest form (All)

1. Kristine reported difficulties drafting a template COI form. Greer was not able to provide a template from the UMSOP. Jim suggested that verbal disclosure of conflicts would provide sufficient awareness of a conflict, potential conflict, or appearance of a conflict. Magaly recalled disclosing conflicts in writing as a part of participating in other organizations. Jim suggested that policies and procedures would be required to enforce a signed COI form. Geoff suggested that any conflicts could be declared now for any items on the current agenda; Kristine confirmed that this would be the process per the organization bylaws.
2. No conflicts were declared.

II. Committee Reports

A. Nominating Committee (Daniel Mansour)

1. Magaly inquired about graduation plans for Spring 2021. Greer reported that she had not yet heard from UMSOP leadership regarding plans for the spring commencement ceremony.
2. Kristine asked about distributing forms for nominations for the Honored Alumnus and Honorary Alumnus Awards. Greer suggested that waiting for distribution in January 2021 would help reduce email overload. Following Daniel's questions regarding the form's contents, Kristine will send the form to the council for review prior to this year's solicitation. Greer explained that the form is not kept live on the website (<https://www.pharmacy.umaryland.edu/alumni/resources/association/nomination.html>) to prevent submissions out of the selection timeline. Magaly reported seeing more nominations in other organizations, theorizing that some people have more time to prepare nominations and other items. Jim agreed, suggesting that an earlier distribution could allow for more submissions than in previous years. Kristine asked Greer to include the distribution in an earlier, future release with a follow-up in the new year.
3. Mitchell recalled the deadline of final selection of November 30, 2020 per the association bylaws, making a motion to extend the deadline to February 28, 2021 due to COVID-19-related scheduling conflicts; Magaly seconded the motion. The motion passed unanimously.

4. Daniel suggested that each council member submit a nomination for each award; Kristine agreed.

B. Scholarship Committee (Jim Bresette)

1. Jim agreed to continue to serve as the chair of this committee, and asked that David and Magaly serve on the committee in the current year. Kristine suggested that Daniel join the committee this year as well; Daniel agreed to serve.

C. Special Events Committee (All)

1. Kristine asked about “Zoom fatigue” affecting interest for alumni in virtual social events. Greer informed the council about “timely topics” virtual discussions, noting that upcoming meetings will include topics focused on COVID-19 vaccines and minority populations. Greer encouraged the council members to attend and submit ideas for new topics and presenters. Kristine suggested that the council members share these events via social media. Jim recommended collating the events and distributing them personally through email to alumni. Greer mentioned that efforts to include these events on the UMSOP website are ongoing and marketing plans will be distributed shortly. When Jim asked about the platform to be used, Greer noted that the platform itself may change to the presenters’ comfort, so a permanent link is not available at this time. The events will also be included on the RxIntersect platform.

III. Old Business

A. Website (Kristine)

1. (not addressed)

B. Bylaws (Kristine)

1. (not addressed)

IV. New Business

A. Endowed lecture

1. Kristine described conversations she and Greer held regarding each department’s lecture series. She wondered if the UMSOP Alumni Association could or should introduce a new, endowed lectureship to present the Honored Alumnus and Honorary Alumnus Awards. Currently, she noted that there is no budgeted endowment to support this series. Jim suggested that a special committee could investigate funding an endowed lectureship, or serving as a sponsor for the series. Geoff recalled previous conversations in holding recognitions for the awards at current lecture series; Kristine posited that attendance may vary per lectureship and that a lecture from the awardees could draw larger crowds. Jim agreed that this mechanism could provide an avenue for recognition of the alumni

- association. Magaly described various difficulties with finding appropriate venues for presenting the awards and the different lectureship series events.
- B. Mitchell suggested continuing education programs as an area where the alumni association could provide additional support.

V. Open Forum (All)

- A. No items were discussed.

VI. Adjournment (Kristine)

- A. Kristine reminded the council members that the Francis S. Balassone Memorial Lecture will take place tomorrow, Wednesday, November 18, 2020. Greer suggested that the council members attend to support Kristine, a speaker at the lecture.
- B. Kristine thanked the attendees and the meeting was adjourned at 8:04 PM.