

**THE M.D. ANDERSON ALUMNI AND FACULTY ASSOCIATION
MINUTES OF STEERING COMMITTEE MEETING
Thursday, January 11, 2007
Clark Clinic Building, 11th Floor, Wiess Conference Room, R11.1659
11:00 a.m.**

PRESENT:

Dr. Bloom
Dr. Chandra
Dr. Freireich
Dr. Haynie
Dr. Kanojia
Dr. Matney
Jakmica McKinney (ex-officio)
Sharon Pepper
Jennifer Price (ex-officio)
Dr. Walter
Dr. Ueno

ABSENT:

Yvonne Bazunu (ex-officio)
Anne Bettinger
Dr. Bibb
Dr. Candelari (ex-officio)
Jennifer Collins (ex-officio)
Tracy Costello
Dr. Deavers
Dr. Fanning
Dr. Freedman (ex-officio)
Dr. Gallick
Dr. Handy
Dr. Khalifeh
Dr. Komanduri
Dr. Kumar
Erin McMillin (ex-officio)
Lorraine Reitzel
Dr. Rios
Dr. Strong
Dr. Tomasovic (ex-officio)

A. OPENING OF MEETING

Dr. Chandra opened the meeting at 11:05 a.m. She asked the Steering Committee members to review the minutes of the last meeting.

Dr. Walters requested the minutes be changed to reflect the conversation that explained why the topic of Prostate Cancer was chosen over the topic of Genetics for the upcoming Community Outreach Seminar Series. It was agreed that the minutes would be amended to explain that although the Community Outreach subcommittee had suggested the two topics, Genetics and Complementary Medicine, the Genetics topic was changed to Prostate Cancer because another department is presenting a Genetics seminar in April.

Dr. Chandra closed 'old business' by stating that per the E-mail vote of the Steering Committee Members, (in which all voting members participated) Prostate Cancer will be presented in the Spring 2007 and Complementary Medicine will be the topic of the Fall seminar.

NEW BUSINESS

Strategic Planning – Dr. Joya Chandra

Dr. Chandra began a discussion of the Alumni Association's Strategic Planning for the upcoming year. Using information from the previous year's strategic planning sessions, she presented summary categories with the hope of developing goals from them. The categories for discussion were Activities, Membership, Contacts and Networking, Finances, Administration, and Steering Committee Administration. The discussion began with a recap of categories discussed in the December Steering Committee meeting, Activities and Membership. Regarding membership, Dr. Chandra reiterated that Sharon Pepper is currently working on inviting members from Graduate School of Biomedical Sciences (GSBS) and School of Health Sciences (SHS) to participate as members of the Steering Committee. Dr. Chandra began the discussion on Membership (Certificates) and touched on the topics of Contacts and Networking.

Certificates

Dr. Chandra informed the committee that drafts of completion certificates have been made that are being proposed to be given out to postdoctoral fellows at 'checkout.' They would be similar to what the GME trainee receives at the completion of their program. Dr. Chandra informed the committee the certificates will be given out during the check out process or mailed to the forwarding address they provide on the check out form. In addition to the certificate, the trainee will receive a card stating that they are now members of the Alumni & Faculty Association. She instructed the committee to E-mail Sharon Pepper on any suggestions they might have regarding the certificate.

Dr. Ueno suggested that the certificates be given out during graduation ceremonies of fellows and students of GSBS and SPH. He believes that the Alumni & Faculty Association has not gotten much recognition in the past and being a part of the graduations will help remedy that.

Dr. Chandra added that Dr. Rios had earlier suggested that members of the Steering Committee attend the graduation ceremonies. It was agreed that Drs. Chandra, Bloom or Ueno will attend the graduations.

Contacts and Networking

Suggestions were made by the Committee to offer an up-to-date address book of Alumni members. Dr. Chandra mentioned this is being accomplished through the online database project and related Alumni Quest Initiative, in which we are locating and collecting information on Alumni members from all over the world.

Another suggestion was to provide an Alumni Network for professional opportunities. Specific ideas were to tie in to existing MD Anderson professional activities or outreach. Examples are:

- Attend the annual meeting offered by MD Anderson Cancer Center Physicians Network
- Participate in Community/Charity Activities
- Establish Alumni Chapters/ Hold Reunions
- Invite off-site Alumni to be on the Steering Committee and/or Sub-Committees
- Strengthen ties with GSBS Alumni Association and work together to build our networks

Dr. Chandra suggested, as an initiative for Alumni Members to attend meetings, such as the M. D. Anderson Cancer Center Physicians Network annual meeting, a large discount or some sort of benefit should be given to the Alumni members. This year, it is being held in Santa Barbara and the registration fee is cost prohibitive. Dr. Ueno mentioned that Dr. Barry Feig is also chairing a meeting this summer that Alumni may wish to attend. The Committee concurred that if discounts can be given, it will attract more Alumni members to attend but there needs to be high-level negotiation for us to be successful in receiving a discount. Dr. Matney suggested that some of these meetings be recorded and streamed from our website. In the interest of time, Dr. Chandra deferred further discussion of the strategic plan to the next Steering Committee Meeting in February.

Lapel Pin

In response to a suggestion made at the December Steering Committee Meeting, designs for an alumni lapel pin were drafted. The proposed designs were passed around for the committee to view and make suggestions. Dr. Chandra clarified that the Association is not allowed to have its own logo and so any design would be limited to the lapel pin.

It was determined that the round designed was preferred and that text is more important than images. The suggestions of the committee will be given to Kilbourne & Kilbourne to revise the pin and new designs will be presented to the Committee at the February meeting.

Alumni Dinner

Dr. Chandra posed a vote to the committee whether we should have a scientific or non-scientific talk at the next Alumni Dinner. The committee agreed that we should have a non-scientific talk.

Alumni Quest Initiative – Sharon Pepper

Sharon will provide an update at the next Steering Committee meeting.

D. OTHER

E. ADJOURN

As there was no further business, the meeting was adjourned at 12:00 p.m.