Advisory Council Guidelines and Member Objectives

Purpose
The College of Liberal Arts Advisory Council (Council) is a vital part of the College’s success. The Council promotes the recognition, well-being, progress, and success of the College of Liberal Arts (College) at The University of Texas at Austin (University) by assisting the Dean, Development Team, and College faculty and administrators in securing philanthropic support for the College’s students, faculty, and programs, as well as championing College strategies and priorities by providing strong leadership and guidance.

The Council will achieve its purpose through a membership of diverse individuals whose leadership and accomplishments bring credit to the College and who individually and collectively:

- **Engage** with College leadership, faculty, staff, students, alumni, and friends to broaden knowledge, understand university/college procedures, and to be an informed ambassador to their communities.

- **Inform** College leadership of personal anecdotes, experiences, current trends, events, potential connections, and issues that may influence, enhance, and guide the good work of the College.

- **Promote** College priorities, accomplishments, and future plans and needs among their communities and across the state, nation, and beyond.

- **Encourage** private philanthropy as a means to enhance public support to enact the Dean’s vision and fulfill the College’s mission.

Member Objectives
To help fulfill this important purpose, Council members are encouraged to:

- **Give** an annual membership gift of $2,500, of which a minimum of $1,000 will be directed to the Dean’s Office to support the College’s most pressing needs and priorities. The remaining amount can be directed to any College department, program, institute, center, or endowment of the member’s preference during each year of their term.

- **Impact** the College by generously supporting at least one area of personal interest within the College through an outright, endowed, planned, or blended gift.
Attend two annual meetings set during the fall and spring semesters to meet fellow members and engage with the College.

Initiate meaningful, personal relationships between College leadership and members of their community, presenting the achievements and priorities of the College to prospective donors, and exhibit a willingness to host and cover the costs of strategic events/gatherings.

Membership
There are two types of members serving on the Council:

Active members are nominated by current Council members, the Dean, members of the Development Team, or faculty/administrators and are appointed by approval of the Dean. Active members serve a term of three consecutive fiscal years (September 1 - August 31) with the ability to renew for a second three-year term. Active members who serve two consecutive terms may be invited to Life membership by the Dean. Active members should:

- Believe in and have enthusiasm for the mission of the College and University
- Believe in the impact of providing private support of higher education
- Exude a willingness to devote time to the College, its leadership, and the purpose and activities of the Council

If any Active Member’s current term expires and he or she has not made a good faith effort to meet the expectations of Council membership, he or she shall be ineligible to continue serving on the Council for another term.

Life members have served at least two active terms and fulfilled all financial and engagement expectations. They elect to continue their involvement with the Council, including their member expectations.

Guests are welcome to attend with approval of the Executive Director of Development.

To assist in the attainment of the objectives of the Advisory Council, members may choose to serve in a greater capacity by serving as:

Chair
Any active or life member nominated to serve by the Executive Committee will serve a one time, one-year term beginning September 1 and ending August 31. The Chair presides over meetings, assists with the achievement of goals, and works with the Dean to establish any committees or task forces deemed appropriate to fulfill the needs of the College. The Vice-Chair fulfills the role of the Chair should the Chair be absent or resigns.

Vice-Chair
Any active or life member nominated to serve by the Executive Committee will serve a one time, one-year term beginning September 1 and ending August 31. It is expected that the
Vice-Chair serves as Chair following their term. The Vice-Chair fulfills the role of the Chair should the Chair be absent or resigns.

**Executive Committee Member**
The Executive Committee is made up of no more than nine members to assist with administering policies, memberships, and nominations. Members are nominated by the Executive Director of Development and approved by the Dean. Members will be asked to serve on an annual basis, with ability to renew each successive year of their term, including their second term, when applicable (Life members will serve no more than three consecutive years). The Chair, Vice-Chair, Dean, and Executive Director of Development are automatic members of the Executive Committee.

**Other Committees and Task Forces**
The Dean may find it necessary to initiate a special committee or task force to fulfill the goals of the College. Membership and term will be determined by the Dean.

**Meetings**
The Council will convene for two regular meetings each fiscal year in Austin – one during the fall semester and the other during the spring semester. The Development Team, in concert with the Dean, the Chair, and the Vice-Chair, will lead planning for each meeting.