



## Your Volunteer Check-In

January 1, 2014

**Volunteer:** [name]  
**Community:** Cornell University Council Administrative Board  
**Summary Period:** 2013-14

*Thank you for everything you do to support Cornell! Your contributions as a volunteer truly matter. The hours you offer, the skills you bring, and the dedication you show are Cornell treasures.*

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*The primary role of a Council member is to support the mission of the university. A key way to fulfill that role is through gathering feedback from Cornell's alumni, parents, and friends and communicating it to senior university administrators, allowing Cornell volunteers to play a meaningful role in the university's strategic direction. Each Council member also has the responsibility to:*

### **Attend TCAM**

register 9/11/13 through 10/17/13



*Thank You!*

### **Give an Ambassador Talk**

7/1/2013 through 6/30/2014

### **Make a Financial Gift**

7/1/2013 through 6/30/2014

### **Nominate for CUC**

due 11/1/13



*Thank You!*

*And, as an Administrative Board member, you have the responsibility to:*

### **Complete Assigned Mentoring Phone Calls**

due 7/26/13



*Thank You!*

### **Responsibilities of a CUC Administrative Board member:**

As recognized leaders at Cornell, in their profession, or in the community, Council members serve as the university's key ambassadors. Every year Council members are expected to attend Trustee-Council Annual Meeting (TCAM); share the current university message at a Cornell volunteer event, meeting or informal gathering; contribute financially; participate in training and information webinars; and nominate future Cornell University Council members. Administrative Board members are also expected to participate in meetings, serve on Administrative Board committees/groups, and define and contribute to new initiatives.

Thank you again!

Katrina E. James '96  
Chair, Cornell University Council

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