

Cornell University Council: Work Plan: FY 2014

Name: Katrina James

Title: Chair, Cornell University Council

GOAL One

Reach 100% Annual Giving of Administrative Board members, by June 30, 2014.

Tactics:

- Add giving expectation to position descriptions
- Describe importance of giving when inviting CUC members to the Administrative Board
- Send thank you notes to those who have given
- Provide quarterly giving updates to the Administrative Board
- Reach out to individuals who have yet given in late spring to give by June 30, 2014

GOAL Two

Secure 200 ambassador talks by TCAM 2013

Tactics:

- Streamline the process by which CUC members become ambassadors
- Streamline the process by which CUC members learn about, sign up for, and provide feedback on ambassador talks
- Provide monthly updates on ambassador opportunities
- Provide quarterly recognition updates on program and individual successes
- Identify annual events at which ambassador updates can take place and promote them through the volunteer management system at TCAM 2013
- Identify ways to celebrate the ambassador program at TCAM 2013

GOAL Three

Launch mentoring circles by TCAM 2013

Tactics:

- Identify and secure group leadership and membership
- Collaborate with university representatives to brainstorm and determine role, scope and purpose
- Present white paper to the Administrative Board for conversation and action
- Implement recommendation

GOAL Four

Increase TCAM attendance of CUC members by 5%, by TCAM 2013

Tactics:

- Launch the TCAM working group to discuss and recommend program content
- Identify the CUC members who have not attended TCAM in the past few years
- Craft and send a volunteer-to-volunteer communication to these members, encouraging them to participate
- Recognize new and returning attendees at TCAM

GOAL Five

Establish and define the Council Infrastructure Working Group role, purpose and scope, by June 30, 2014

Tactics:

- Identify and secure group leadership and membership
- Collaborate with university representatives to brainstorm and determine role, scope and purpose
- Present white paper to the Administrative Board for conversation and action
- Implement recommendation