

ISB Alumni Advisory Council

December 2021

The Alumni Advisory Council (AAC) is a volunteer group of 20 alumni representatives serving as a liaison with the school. Together with the ISB Advancement Office, the Council upholds the **Mission of the ISB Alumni Association**.

The ISB Alumni Association is dedicated to connecting the school and its alumni in a mutually beneficial relationship through fostering a spirit of pride and loyalty, celebrating achievements and services, and encouraging meaningful engagement in support of ISB’s mission.

Alumni Advisory Council Details:

Purpose of this Form	This form provides basic information about the roles and time requirements of the Alumni Advisory Council (AAC) representatives.
The work of AAC	<ul style="list-style-type: none"> • AAC maintains contact between alumni and selected areas of school life and serves to support the school in various endeavors involving alumni. • AAC welcomes the newly graduated class into alumni status. • AAC encourages and finds alumni to participate in the annual Career Skill Symposium for High School students. • AAC promotes and enhances alumni-to-alumni connections through meaningful engagement.
Selection Process	<ul style="list-style-type: none"> • AAC is led and supported by the ISB Advancement Office. It consists of two representatives from each of the following cities or areas where there’s a large ISB alumni population: Beijing, Shanghai, New York City, San Francisco, Los Angeles, Chicago, Vancouver, London, Hong Kong, and Seoul. • AAC nominates and chooses new representatives each year who represent diverse backgrounds and provide a living profile of the entire alumni body. • Any active ISB alumni wishing to serve on the ISB Alumni Advisory Council may inform the ISB Alumni Relations Officer by email (alumni@isb.bj.edu.cn) by May (in the school year prior to the term starting). • All applications are reviewed by the Advancement Office. Further interviews with applicants may be conducted if needed. • If there are more than the required number of applicants, the nominees will be selected by the Advancement Office. • The Advancement Office will announce the appointment of AAC representatives at the Alumni Association’s annual “Alumni Weekend” event in June. Selected representatives will be invited for an informal Q&A/get-to-know-you meeting during the month of June. <p>*Candidates are chosen based on strengths and experience that align with the current needs of the association. **Any applicants not nominated for a Council position will be retained on file for future consideration.</p>
Term of Office	<ul style="list-style-type: none"> • - One year (the first term is 1.5 years)

	<ul style="list-style-type: none"> - Maximum two terms
Time Requirements	We require a time commitment of approximately 20 hours per year, or on average five hours every quarter; Council meetings as needed (1-2 hours per meeting); Council Planning Meeting in June (3-4 hours); and special events.
Council Meetings	The full Council meets once every quarter, usually on the first Thursday of June, September, December and March (time to be determined).
Annual Planning Meeting	All Council representatives are expected to attend the Annual Planning Meeting (approximately 3-4 hours in duration) to discuss plans for the upcoming school year. This meeting is generally held on a weekend following the ISB Alumni Association Annual "Alumni Weekend" event and before the new school year starts in mid-August. At this meeting, the representatives may vote on and install new Council representatives.
Alumni of Achievement Award	All Council representatives are expected to attend the Alumni Achievement Award. The Alumni Achievement Award is the highest honor bestowed by the ISB Alumni Association on alumni who have experienced success through their career and personal community involvement. As this is an award presented by the Association, Council representative attendance and support of this event are essential.
Other Requirements	Council representatives also frequently invited to attend special campus events as Alumni Association representatives and are encouraged to do so as their schedule allows. Council representatives are asked to find substituting Association members to represent them if they are unable to attend themselves.
Conflict of Interest Policy	Each Council representative promises to protect the interests of the ISB Alumni Association when they are contemplating entering into a transaction or arrangement that might benefit the private interests of a member of the Association. Council representatives shall follow any applicable school policies governing conflicts of interest applicable to Advancement and Alumni activities.