**COMMITTEE:** University Council Standing Committee – **PUBLIC AFFAIRS AND DEVELOPMENT COMMITTEE (PADC)** Planning Team  
**DATE:** 8/31/2012  
**TIME:** 0800 TO: 0902  
**Membership:** John LaGuardia, Jim Boyes, Courtney Gonser, Nancy Marion, Dale Mugler, Jeannette Quinn, Andrew White  

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<th>TOPIC</th>
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| I. Approval of Minutes | Jim Boyes motioned for approval of May minutes  
  - Nancy Marion motioned to approved  
  - Andrew White second the motion to approve                                                                                                      | - Committee unanimously approved the May minutes                                              |
| II. New Business       | Goals  
  - Determine Facilities needs for the Alumni and Development Offices  
  - Recommend University Council approval of Board Rule 3359-04-01  
  - Recommend software that meets the needs of Development Program  
  - Review Alumni and Development budgets and make recommendations  
  - Compare Public Affairs and Development Staffing with those of our competitors                                                                 | - Completed  
  - Jim Boyes and John LaGuardia  
  - Dr. Dale Mugler and Jim Boyes  
  - Nancy Marion, Andrew White and Courtney Gonser  
  - Jeanette Quinn and John LaGuardia  
  *See attached Goal Action Plans  
  *Committee members not in attendance are to identify the committee goal in which they will participate and email Courtney Gonser |
| III. Next Meeting      | Tuesday, October 18  
  8 a.m. – 9 a.m.                                                                                                                                     | - Veterans Lounge, InfoCision Stadium-Summa Field                                             |

Respectfully submitted,  
Courtney B. Gonser