



Expectations for Members of the UOAA Board of Directors

Updated November 10, 2025

Your Name:

I. Duties Expected of All UOAA Board Members

- ☐ The UOAA is a nonprofit public benefit corporation incorporated under the laws of the State of Oregon. Exercise a fiduciary duty of care and loyalty to the purpose and best interest of the organization.
- ☐ Participate actively in all board meetings.
 - ☐ Review materials sent in advance and come prepared for dialogue and input.
 - ☐ Participate actively in assigned committees and/or task forces, including both in-person and video meetings.
 - ☐ Notify the President and/or respective committee chair of a potential absence and contact them afterwards to stay current.
- ☐ Be a current, dues-paying UOAA Life or Annual member (required by UOAA bylaws).
- ☐ Be informed about the University of Oregon and its mission, goals, direction, and any such information necessary to be an effective ambassador for the UO.
- ☐ Be informed about the UOAA's mission, goals, policies, programs, and services.
- ☐ Ensure that the UOAA has your current contact information.
- ☐ Contribute to the UOAA Board Scholarship at least once each fiscal year (July-June) by the end of the winter meeting.
- ☐ Review annually the Conflicts of Interests and Annual Disclosure Statement.
- ☐ Review annually the UOAA Volunteer Code of Conduct.

II. Engagement Opportunities UOAA Board Members

All board members are asked to select as goals several options from the list below as best suit their talents and preferences:

Events

- ☐ Attend some local and virtual alumni events and wear your UOAA board apparel.
- ☐ Bring a friend to a UOAA or university event.
- ☐ Forward alumni event announcements to your personal alumni network.
- ☐ Donate an item to your local chapter for their event giveaways or auctions.
- ☐ Ask alumni if they get email announcements from the UOAA and send staff their address if they don't.
- ☐ Go on a UOAA travel excursion.

Connecting with Volunteers

- ☐ Serve on your local chapter board or sit in on a board meeting.
- ☐ Serve on an affinity group board or sit in on a board meeting.
- ☐ Volunteer for a UOAA reunion.
- ☐ Take a local chapter or affinity group leader out for coffee.
- ☐ Host a reception for your local chapter board (coordinate with other UOAA board members in larger markets).
- ☐ If you travel to countries with international chapters (Japan, Korea, Indonesia, Saudi Arabia) or more distant domestic chapters, connect with the local volunteers there.
- ☐ Encourage excellent candidates to apply for the UOAA board.
- ☐ Submit a letter of support for a UOAA board candidate you know.



Communications & Social Media

- ☐ Read *Shout*, *Oregon News*, and your school's magazine and/or newsletters.
- ☐ When you travel, take a photo for *Ducks Afield* and send it in to the UOAA.
- ☐ Submit an update to Class Notes.
- ☐ Contribute an alumni story or testimonial through www.uoalumni.com.
- ☐ Comment on or re-post Oregon social media, especially event announcements, and tag #UOalumni.
- ☐ Post selfies on social media with your UOAA apparel, and mention that you're a board member.
- ☐ Subscribe and listen to any UO podcast.

Board Engagement

- ☐ Summarize something new from a board meeting – a tour, a speaker, an initiative – and email it to your network.
- ☐ Serve as a Board Buddy to a new UOAA board member.
- ☐ Give a tribute to a departing UOAA board member.
- ☐ Chair or co-chair a UOAA board committee or task force.
- ☐ Serve on the UOAA's Board Development or Executive Committees.

Advocacy

- ☐ Email your representative(s) as suggested by UO Advocates calls-to-action emails.
- ☐ Participate in legislative advocacy days in Salem.
- ☐ Lobby and vote for candidates who support the UO and higher education.

Students

- ☐ Maintain a profile in *Lundquist Connect* and/or the campus-wide engagement platform when it launches.
- ☐ Sponsor a current student intern at your office.
- ☐ Use your network to help an SAA leader or UOAA scholarship student find a job.
- ☐ Follow up with a student you met at a board event.
- ☐ Volunteer for SAA and/or Duck Career Network events in person or virtually.

Financial

- ☐ If you're an annual member, consider adding an auto-renewal or upgrading to a life membership.
- ☐ Add your spouse/partner to your UOAA membership.
- ☐ Encourage others to become UOAA members.
- ☐ Donate to your local chapter scholarship or internship fund.
- ☐ Secure matching gift funds from your employer on your donation to the UOAA Board Scholarship.
- ☐ Establish an automatic monthly or annual gift to the UOAA Board Scholarship.
- ☐ Include a bequest to the UOAA in your will.

Duck Pride

- ☐ Wear your Oregon gear on game days.
- ☐ Oregon: get a UO Duck license plate for your car.
- ☐ Get an O credit card from OCCU.
- ☐ Put an O decal and/or Oregon license plate cover on your car.
- ☐ When you see a stranger in Oregon gear, throw your O and yell "Go Ducks!"