

**Institutional Advancement
Academic Core-2H03
Office: (718) 262-3810
Fax (718) 262-2326**

Statement of Expectations for a York College Foundation Trustee

York College:

York College has been a major participant in the life of Jamaica, Queens for over 50 years. Throughout the late 1960s, local residents fought to have City University of New York (CUNY) locate its newest four-year college in Jamaica, an underserved borough of New York City. Their successful efforts resulted in a vibrant academic village on a campus spanning more than 50 acres charged with energy and possibilities.

The College is committed to the following mission:

York College enriches lives and enables students to grow as passionate, engaged learners with the confidence to realize their intellectual and human potential as individuals and global citizens.

The College’s 8,000-plus student body mirrors the community’s rich diversity, representing at least 50 countries, from Algeria to Uzbekistan, and speaking nearly 40 languages. Currently 44% of students are African-American, 27% Asian, 22% Latino and 7% Caucasian. Many of these students are “first-generation students,” the first in their families to pursue a bachelor’s degree. These students often encounter numerous challenges such as poor academic preparation, family responsibilities, and inadequate finances. York College stands above other institutions in recognizing students’ needs and supporting their success. Here, they are nurtured in an atmosphere of high expectations that enables them to earn their degrees, well-prepared for graduate study and/or the workforce.

Statement of Expectations for the York College Foundation Trustees (2018)

Name

Year Elected

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As a member of the Board of Trustees, I am fully committed to the mission of York College and the Foundation. I understand that trustees set policy for the Foundation, promote the College as a worthwhile cause in the community, and provide leadership in actively securing financial support for the College and its programs. For the College and Foundation to reach its full potential, it must have a committed, invested and active Board of Trustees.

In accepting this position on the Board:

1. I will learn as much as I can about the College, its programs and community outreach and our shared vision for the future. I will read meeting materials in advance and be prepared to participate actively in discussions. I will help decide which goals should receive priority and help determine how these are to be financed. I will support majority decisions of Board, and maintain independence and objectivity. I will evaluate progress and results by asking appropriate and searching questions.
2. I will support the president, executive director, staff and faculty. I will support the *Donor Bill of Rights* and encourage best practices and highest quality work possible. I understand that the Board sets policy and strategic direction, and the staff and faculty develops and implements the plans.
3. I will give a substantial financial donation to the York College Foundation. I understand that as a Board member, I lead the way. I am a model for others to follow.

- Expectations for Personal Financial Support
 - Annual Giving: Personal Pledge by November 30th to be paid in full by June 30th.
 - Capital Campaigns: 100% trustee participation.
 - Attend one or more of, and bring friends to: Foundation events and graduation ceremonies;
 - Invite friends/colleagues to join me in supporting York College; be open to hosting an event at your home, or club, or at the College.

In joining the board as a new trustee, I am pledging to give and get at least \$2,500 per year during each year of my three-year term.

- Expectations Company/Organization Financial Support
 - Use my position and make a concerted effort to involve my company/organization (if applicable) in supporting the College and Foundation.
 - There are many ways to support the College and Foundation. Options include: client entertainment at VIP events, marketing sponsorships, corporate membership, scholarships, program underwriting, and capital campaign funding. The staff will provide customized presentations on request.

4. I am responsible for friend-raising and fundraising. I will work with other board members in developing our objectives and high expectations for the future, and will take an active part in reviewing, approving, monitoring, and achieving these objectives. I will actively engage in fundraising in whatever ways are best suited for me and most effectively serve the purposes of the College and Foundation. These may include individual solicitations, undertaking special events, writing mail appeals, arranging introductions, and the like.

5. I will join and remain active on at least one Board Committee.

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6. I will attend Board meetings and be available for phone consultation.
7. Among the Boards I serve on, I will consider my work with the York College Foundation to be one of my top two or three charitable priorities.
8. If I am not able to meet my obligations as a Board member, I understand that I should tender my resignation.
9. I will bring the *six A's* to my Board tenure:
 - *be an Ambassador to help tell our story;*
 - *be an Advisor to make effective decisions on policy and programs;*
 - *be an Advocate a vocal enthusiast for the College's mission;*
 - *provide Access to help bring and influence others on behalf of our mission*
 - *provide Affluence provide meaningful financial support to the College*
 - *provide Assistance volunteer my time and talent to support College and Foundation activities*

I pledge to be a partner with every other Board member to strive for the success of the York College and the York College Foundation to the best of our abilities.

(Signature)
Board Member

(date)

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**QUALITIES DEEMED DESIRABLE IN CANDIDATES FOR YORK COLLEGE FOUNDATION
BOARD OF TRUSTEES**

- An ardent belief in the mission of the College and the role of higher education in our society;
- A concern for public access to higher education;
- A familiarity with higher education or similar non-profit organizations, how they work, and how they are financed;
- Fund development potential and access to persons of wealth;
- A willingness to actively participate in fund development;
- A willingness to put York College first and foremost in their own list of donations;
- Competence in governance and management.

CHARACTERISTICS OF AN EFFECTIVE BOARD

- Balance and mix in the following areas:
 - Age, sex, cultural, and ethnic diversity
 - Talent and interests
 - New York City, regional, national and international representation
 - Political inclinations
- Being large enough to get the work accomplished and incorporate aforementioned qualities, but small enough to communicate and relate well to each other;
- Demonstrating a strong committee system;
- Having a comprehensive sense of York College's mission and objectives and a knowledge to what degree the mission and objectives are being realized;
- Comfortability with each other, but the capacity to disagree on good grounds and to create thoughtful and constructive deliberation;
- Sustained involvement and consistency in policy-making responsibility.

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Donor Bill of Rights

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the nonprofit organizations and causes they are asked to support, we declare that all donors have these rights:

- I. To be informed of the organization’s mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
- II. To be informed of the identity of those serving on the organization’s governing board and to expect the board to exercise prudent judgment in its stewardship responsibilities.
- III. To have access to the organization’s most recent financial statements.
- IV. To be assured their gifts will be used for the purposes for which they were given.
- V. To receive appropriate acknowledgment and recognition.
- VI. To be assured that information about their donation is handled with respect and with confidentiality to the extent provided by law.
- VII. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
- VIII. To be informed whether those seeking donations are volunteers, employees of the organization, or hired solicitors.
- IX. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
- X. To feel free to ask questions when making a donation and to receive prompt, truthful, and forthright answers.

American Association of Fund Raising Counsel (AAFRC)
Association for Healthcare Philanthropy (AHP)
The Association of Fundraising Professionals (AFP)
Council for Advancement and Support of Education (CASE)
Endorsed by (information)

Independent Sector
National Committee on Planned Giving (NCDG)
National Catholic Advancement Conference (NCPG)
National Council for Resource Advancement (NCRD)
United Way of America