

Rice Business Alumni Association Board Member Responsibilities and Expectations

Selection Criteria

The Rice Business Alumni Association (RBAA) strives to have an engaged, diverse and representative board. Accordingly, selection criteria include:

- Demonstrated history of involvement with Rice Business activities and philanthropic engagement post-graduation
- Class year and program
- Geographic location
- Demographic diversity
- Professional diversity
- Experience with other board or non-profit leadership roles
- Willingness and ability to commit the time for RBAA board service

Board Member Responsibilities

Active and engaged Rice Business alumni are critical to the continued success of the school and are key in building and promoting the school's reputation within the community. In return all alumni should continue to receive value and feel pride in their degree, their school and their relationships.

Therefore, the purpose of the Rice Business Alumni Association Board is to build, deepen and sustain lifelong alumni engagement with the school. The board represents the interests of the alumni base and serves as a conduit and sounding board to school leadership. We work directly with the External Relations department on special projects and to support alumni-oriented events and efforts. We also serve as a liaison connecting alumni with important student, faculty, staff and departmental needs. We engage in several efforts to enhance the alumni experience and connection with the school and to educate students on the value of lifelong alumni engagement and support.

To carry out its mission, the Board should consist of members who enthusiastically advocate and support its activities and who also take an active role in Rice Business activities. While the board understands that its members will have varied interests and strengths, all members are expected to meet the standards of participation outlined in this document. Board members serve an initial three-year term, with the option to renew for additional one-year terms up to a total of six years of service.

The RBAA Board and its Task Forces

The Board typically meets in person or virtually six times a year, including a mandatory planning retreat in late summer and five board meetings. Board members commit to attending the mandatory planning retreat and all board meetings (either in person or virtually), subject only to unforeseeable emergencies. The retreat usually consists of a board meeting on Friday and a social reception or dinner the evening before or after. Excessive absences (i.e. two or more board meetings) and/or a lack of participation/contribution to the Board will result in a board service review to determine continued membership.

Expenses incurred by board members not located in Houston to attend board meetings can be deducted as charitable expenses.

Board members commit to serving on a task force. These task forces typically meet monthly in-person or virtually to achieve their project goals. Regular attendance and responsibility to the task force is expected. Excessive absence or lack of engagement on task force projects will

result in a board service review by the Executive Committee to determine continued board membership.

Board members are expected to be active between board meetings by responding to RBAA and External Relations department e-mails, conference calls and correspondence.

Relating to RBAA Programs and Activities

Board members commit to promoting, attending and supporting school-sponsored programming including, but not limited to:

- Recruiting & Admissions and Career Development Office (CDO) events
- Rice Business events hosted in your area
- Hosting or serving on event committees if invited
- Alumni Reunion Weekend
- Rice Business Partners events
- Alumni Wine Reception
- Rice Energy Finance Summit (REFS) and other student conferences
- Alumni happy hours and parties (networking events)

Giving to Rice Business

As leaders of the alumni community, board members serve as philanthropic role models for Rice Business. We expect 100% participation in annual giving from the board, with each member making the school a personal giving priority to the best of their ability.

Annual leadership-level gifts qualify members for the Rice Business Leadership Society. We recognize the following tiers: Ambassador (\$1,000+ for recent grads), Benefactor (\$2,500+), Advisor (\$5,000+), Strategist (\$10,000+), Visionary (\$25,000+), and the Chair's Circle (\$50,000+). Every gift, combined with active service, is vital to the school's success.

Board members serve as ambassadors for the Rice Business Fund and commit to 100% board giving participation. To mobilize the alumni community, members are expected to provide support during key campaigns such as Giving Tuesday and the annual day of giving in spring. This advocacy may include making personal calls or sending emails to classmates and professional networks to encourage annual giving. Additionally, members shall support these efforts by finalizing their own annual gifts early in the fiscal year to set a leadership example for the broader alumni community.