

# ***Institutional Advancement (Alumni, Foundation, Grants, and Scholarships)*** ***2009-2010 End of Year Report***

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## **DEPARTMENTAL PURPOSE/MISSION:**

- “To foster, encourage and promote the purposes of Joliet Junior College by providing financial assistance to the institution for the support of its students, teaching, research and public service functions and programs...”
- The primary mission of the Alumni Association shall be to promote the welfare, preserve the standards and advance the interests of Joliet Junior College, its alumni, students, faculty and community and to foster strong relationships.

## **SECTION 1: Accomplishments within the Department/Area**

### **1A. Departmental Accomplishments**

- \*Audit and revamp Alumni website
- \*E-Connections through Constant Contact (sent between issues of the Connections Magazine)
- \*Audited and Reviewed Donor database (Raisers Edge) using CJW Consulting – took action to increase integrity of database
- \*Reconnect campaign that attracts alumni to JJC
- \*Revised Annual Giving Campaign
- \*Successful combined sponsorship campaign for 5K Run and Foundation Golf Outing
- \*Increased number of gifts to JJC and raised \$268,000 more than previous year
- \*Increased amount of competitive grants awarded by \$548,965 from the previous year
- \*Awarded \$3,818,215 in competitive grant funding with \$1,964,359 still pending
- \*Created Grant Development website
- \*Continued to present grant writing training sessions to academic departments
- \*Foundation Board President was named Benefactor of the Year for Region 5 National CRD
- \* Increased amount of scholarships given away, scholarships applied for and revamped selection committee that chooses scholarship recipients
- \*Continued to leverage social networking in engaging alumni, friends, and donors of the college, including LinkedIn and Facebook
- \*Served on and provided leadership for several events related to major building opening and groundbreaking ceremonies
- \*Created a plan for fundraising for the master plan that includes vendors, donors, and alumni

### **1B. Unaccomplished Priorities/Goals**

- \*We would like to continue progress on full implementation of prospecting as a college, but are limited by other priorities and resources.
- \*Continuing work on a naming policy.

**SECTION 2: Assessment and Evaluation of Core Programs, Functions, and Projects**

<b>2A. Primary Programs/Services Core Projects, Functions, and Projects</b>	<b>Currently Evaluating (Y/N)</b>	<b>If Yes, how program or service is being evaluated/assessed. If No, how program or service might be evaluated.</b>	<b>Tool/Process Utilized</b>
Sponsorships	Y	Donations tracked for each event	Raiser’s Edge
Scholarship Donations	Y	Donations tracked	Raiser’s Edge
Special events	Y	Event Module	Raiser’s Edge
Scholarship Process	Y	On-line software for applications	Stars Online
Grants	Y	Track pending, denied and awarded	JJC Website
Alumni and Foundation Board meetings	Y	Policies updated, audits on accounts, minutes for each meeting	Microsoft Word shared Drive

**B. One or Two Examples of How Department Utilized Data to Drive Program Improvement**

Raisers Edge Queries can generate reports on various constituent gifts

Stars Online Scholarship program can generate report on scholarship and recipients

**2C. Regularly Generated or Referenced Reports**

Gifts by Source Report

Grants report

Fund reports from portfolio managers from Harris Bank and First Midwest Bank

**SECTION 3: Future Departmental Priorities and Goals**

**Priorities and Goals for Coming Academic Year**

- Increase the number of faculty driven grants
- Hire and successfully train grant writer
- Create professional development training materials to train faculty and staff in grant writing
- Increase grant success rate to 75-80%
- Increase gifts to Master Plan
- Develop new fundraising event for Foundation to replace golf outing
- Develop College Naming Opportunities

## **SECTION 4: Staff Development and Accomplishments**

Kristi, Jennifer and Kelly attended National CRD convention in Washington D.C.

Kristi and Jennifer attended Illinois CRD in Des Plaines at Oakton Community College

Alumni Director attended Alumni Workshop for CRD in Colorado

Executive Director is in the process of getting her Master's of Management Degree from USF

Alumni Director is in the process of getting Master's degree from North Park University

Jennifer Giangregio was promoted to Senior Grants Coordinator

Grant writer will be hired and will report to Jennifer

Dee's job description was changed and upgraded

All staff worked with database consultant CJW Consulting on Raisers Edge clean up and training

Kristi Mulvey won the Outstanding Private Fundraising Professional Award from the Council for Resource Development

Sharon Medek is a leader with the International Association of Administrative Professionals (IAAP)

## **SECTION 5: Departmental Collaboration**

### **Internal and External Collaborations**

<b>Strategic Collaboration</b> (Program/Service)	<b>Collaborative Partners</b> (offices, organizations and/or people)	<b>Internal or External</b>	<b>Collaboration Outcome/Results</b>
Worked with grant writer and professor from College of Lake County to edit and submit a successful Title VIA grant application	Dr. Berta Arias, College of Lake County Staff	External	JJC was awarded a Title VIA-International Education Grant in the amount of \$467,224
Worked with professors from NIU to write, edit, and submit a FIPSE application to the Department of Education	Dr. Joanne Kantner, Dr. Norman Stahl, Dr. Sonya Armstrong	External	Grant award still pending
Alumni works with Student activities and Career Services	Mary Jo Wolfersberger Pam Dilday	Internal	Emerging Leaders
Scholarships	Financial Aid	External	FAFSA Workshops
Foundation	Culinary Arts/Financial Aid/Ren Center	External	Donor Dinner/Scholarship Rec. Event
Foundation	Business Office	Internal	Sponsorships from Vendors for special events
Building opening and groundbreaking ceremonies	Divisional, student development	Internal	Successful ceremonies
JJC Magazine, Connections	Divisional and institutional	Internal	We have completed four magazines, all geared for friends, donors, and alumni of the college
Dollars for Scholars 5K Run	Student Development	Internal	A successful event that raised over \$10,000 to support student scholarships

*\* Indicates your department provided the organizing leadership for the accomplishment of the effort.*