

STANDING COMMITTEE CHARTERS

COMMITMENT TO DIVERSITY, EQUITY & INCLUSION

The University of Washington is committed to being the greatest public university in the world as measured by its impact on the lives of people and the public good. To realize this aspiration, the UW and its stakeholders – including UW Foundation-related volunteers – must weave equity and anti-racism work into everything we do. We are accountable to the values we espouse and intentional about how we share power and the impact of our engagements. As UW volunteers and champions, we work together with and within our community as we contribute to the growth of a more equitable UW. Ensuring that diversity, equity and inclusion are a natural outcome of our activities requires us to both state our values and live by those values every day.

COMMUNICATIONS ADVISORY COMMITTEE

RESPONSIBILITIES

The Communications Advisory Committee is a select network of industry leaders convened to advise and support the goals of the University of Washington's brand marketing and communications efforts. The committee's work focuses on three key areas:

1. Engaging in a deep understanding of the UW brand strategy in its fullest context and providing recommendations for how to advance the University's positioning regionally and beyond.
2. Providing counsel on ways to raise awareness and shape perceptions of what the UW seeks to stand for among high-priority audiences (i.e. prospective students, parents, alumni, donors, patients, statewide public influencers, etc.).
3. Supporting the UW's fundraising efforts on key University initiatives and capital campaigns through recommendations for the shaping of related marketing and communications strategies

MEMBERSHIP

- The committee consists of approximately 15 members representing "best in class" marketing and communications leadership and organizations.
- The committee is led by a volunteer chair and vice-chair who are appointed by the Vice President for Marketing & Communications.
- The Communications Advisory Committee chair represents the committee and serves as a member of the UWFB's Executive Committee.
- The UW's Senior Vice President for University Advancement and the Vice President for Marketing & Communications sit on the committee.
- Members may serve a two-year renewable term.
- Members shall be appointed by the chair of the Foundation at the annual meeting.

MEETINGS

The committee will meet three times during the year with the consideration of optional meetings as needed.

DEVELOPMENT COMMITTEE

RESPONSIBILITIES

The Development Committee serves as a resource to and complement the work of University Advancement in all aspects of fundraising, with a focus on the cultivation and solicitation of individual and organizational donors. The committee's work focuses on three key areas:

1. Serve as a sounding board for development leadership, providing feedback and counsel to the development team as it works to grow private support.
 2. Make connections and help deepen engagement with prospective donors.
 3. Champion and support the UW's donor solicitations.
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MEMBERSHIP

- The committee shall consist of a chair, vice chair, and interested UW Foundation Board (UWFB) Directors. Additionally, the chair may recruit a small number of non-board member UW donors to join the committee.
 - The Development Committee chair represents the committee and serves as a member of the UWFB's Executive Committee. The vice chair shall serve as the chair's proxy at the UWFB Executive Committee meetings as needed.
 - The UW's Senior Vice President for University Advancement and the Vice President of Development sit on the Development Committee in ex-officio roles.
 - The chair or designee from the Estate and Gift Planning Council (EGPC) holds an ex-officio role on the Development Committee, as the EGPC's work rolls up under development.
 - Additionally, the chair or designee of the Recognition Committee holds an ex-officio role on the Development Committee.
 - Members may serve a two-year renewable term.
 - Members shall be appointed by the chair of the Foundation at the annual meeting.
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MEETINGS

The committee will meet three times during the year with the consideration of optional meetings as needed.

DIVERSITY, EQUITY & INCLUSION COMMITTEE

RESPONSIBILITIES

The Diversity, Equity & Inclusion (DEI) Committee serves as an idea generating body that continues to identify opportunities to institutionalize DEI in all committees and practices of the UW Foundation. Aligning DEI practices with the purpose of the UW Foundation and the mission/vision of University Advancement (UA) will work toward maximizing its effectiveness. The efforts of this committee will result in:

1. Increasing evidence of diversity of stakeholders, advocates, and donors;
 2. Through UA, deployment of the pipeline and cultivation strategy for UW volunteers;
 3. Aligned with UA priorities, inclusive programs, events, and outreach;
 4. A measured/measurable equitable opportunity to participate in philanthropy.
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MEMBERSHIP

- The Chair and committee members serve two-year terms, as determined by the Chair of the UW Foundation Board. A member's term may be renewed for an additional two years.
 - The DEI Committee chair represents the committee and serves as a member of the UWFB's Executive Committee.
 - Additionally, the chair or designee of the DEI Committee sits on the Membership Committee.
 - Members shall be appointed by the chair of the Foundation at the annual meeting.
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MEETINGS

The committee will meet three times during the year with the consideration of optional meetings as needed.

ESTATE AND GIFT PLANNING COUNCIL

RESPONSIBILITIES

The Estate and Gift Planning Council serves as a forum for discussion on charitable estate planning, deferred giving and other planned gift matters and as a technical advisory council to the Office of Gift Planning. Members also serve as informed ambassadors on behalf of the institution, its students, faculty, and programs and may, in their capacities as professional advisors, assist donors in completing planned gifts to the University.

MEMBERSHIP

- The council shall consist of eight or more advisors, representative of professions related to estate and charitable gift planning (e.g. law, accounting, insurance, banking, financial planning, real estate, investment, etc.) and a council chair selected from the council's membership.
 - Council members shall be appointed or reappointed by the chair of the Foundation at the annual meeting and shall be selected in consultation with the Office of Gift Planning.
 - The Estate & Gift Planning Council chair represents the committee and serves as a member of the UWFB's Executive Committee.
 - Each member shall serve a three-year term with one-third of the council rotating annually. The council chair shall normally serve two years.
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MEETINGS

Meetings of the full council shall be held on the call of the council chair.

EXECUTIVE COMMITTEE

RESPONSIBILITIES

The Executive Committee is responsible for planning and oversight of the Foundation Board, maintaining knowledge of campaign priorities, and providing thoughtful guidance on strategic issues.

MEMBERSHIP

- Members include the Foundation Board Officers, UW Regent Appointee, UW President and standing committee chairs and co-chairs. Additional Board Directors can be appointed to the Executive Committee at the chair's discretion.
 - The Foundation Board chair leads the Executive Committee.
 - Members serve a two-year renewable term.
 - Members shall be appointed by the chair of the Foundation at the annual meeting.
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MEETINGS

The Executive Committee routinely meets three times per year in November, March, and June. Meetings shall be held on the call of the chair of the Foundation.

MEMBERSHIP COMMITTEE

RESPONSIBILITIES

The Membership (***formerly known as Nominating***) Committee's principal responsibility is to identify and recruit At Large volunteers for the Foundation Board and assist in the orientation, onboarding, offboarding, evaluation, and mentoring of new Directors, who will work to fulfill the mission of the UW Foundation Board. The efforts of this committee will result in:

1. Board pipeline development and strategy
 2. Engagement / cultivation / recruitment
 3. Orientation / onboarding / mentorship / offboarding
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MEMBERSHIP

- The committee shall consist of a chair, vice chair and six or more members. The chair and vice chair serve two-year terms, as determined by the chair of the UW Foundation Board. Members serve one two-year term. A member's term may be renewed for an additional two years as determined by the Chair in consultation with the chair of the UW Foundation Board.
 - The membership includes persons who are current directors of the Board.
 - The Membership Committee chair represents the committee and serves as a member of the UWFB's Executive Committee. The vice chair shall serve as the chair's proxy at UWFB Executive Committee meetings as needed.
 - Additionally, the chair or designee of the DEI Committee sits on the Membership Committee.
 - Members shall be appointed by the chair of the Foundation at the annual meeting.
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MEETINGS

The committee will meet monthly during the board recruitment season (January – May) with the consideration of optional meetings and work as needed before and thereafter.

RECOGNITION COMMITTEE

RESPONSIBILITIES

Relationships with UW alumni and friends are deepened when we honor their connections and engagement with the UW. One critical factor in that equation is providing appropriate and thoughtful recognition and stewardship for their investment.

The Recognition Committee encompasses all the Foundation's donor and volunteer recognition efforts. Overseeing all forms of recognition supports the strategic integration of existing recognition efforts (e.g. the annual Recognition Gala, the Gates Volunteer Service Award (GVSA), the President's Circle Summer Celebration, etc.) at the same time it provides committee members with a platform to consider new and different forms of recognition of donors, volunteers, and UW champions above and beyond long-standing traditions.

Working in tandem with University Advancement staff, the Recognition Committee:

1. Acts as a sounding board on a wide range of recognition-related topics.
2. Helps innovate and explore new ideas.
3. Serves as a conduit to broader UWFB membership for opportunities to engage in recognition-related activities.
4. Selects the Gates Volunteer Service Award (GVSA) recipient.
5. Gives feedback on Gala messaging.

MEMBERSHIP

- Members shall be appointed by the chair of the Foundation at the annual meeting.
- The Recognition Committee chair represents the committee and serves as a member of the UWFB's Executive Committee. The vice chair shall serve as the chair's proxy at UWFB Executive Committee meetings as needed.
- Additionally, the chair or designee of the Recognition Committee holds an ex-officio role on the Development Committee.
- Members may serve a two-year renewable term.

MEETINGS

The committee will meet three times during the year. There may be occasional phone or ad hoc meetings in between standing meetings.