

**APES&L Foundation**  
**2025 Committees Charges and Chairs as of December 6, 2024**

**Board Policy Note:** The President & CEO, with the consent of the Board, shall appoint all full Committee chairs, and Committee Chairs shall appoint their own committee member as well as Subcommittee Chairs operating under their Committee. The President may appoint, without Board approval, small special task working groups to assist him or her as needed.

**I. For Governance Functions of the Foundation**

- A. Executive Committee (Ex-officio membership: Voting Officers of the Foundation)**  
Members: **Kristen Ward, Vincent Lu, Ed Larimer, Mike Clauser, Logan Brodnansky**  
President/CEO (Chair), Vice-President, Immediate Past President, CFO, and Secretary

Committee Charge: As the leadership of the Foundation, consider matter requiring more immediate attention regarding the ongoing business, management and governance of the Foundation, and act on behalf of the Board when required interim to Board meetings.

- B. Finance Committee--Chair: Michael Clauser, CFO**

Committee Charge:

1. Monitor the Foundation's quarterly and year-end financial reports, prepare and propose to the Board an annual budget and provide guidance to the CFO throughout the year.
2. Monitor and optimize the Foundation's investments in conformance with the most current Investment Policy adopted by the Board, and by working closely with the Community Foundation of San Joaquin.
3. Develop proposals for income generating programs as needed to be considered by the Board.

- C. Fundraising Committee--Chair: Khoa Luong (2015)**

(Pres/CEO appoints with grad year after name.)

Committee Charge: Facilitate and coordinate fundraising through the **Contributions and Fundraising Subcommittee** and the **Stewardship Subcommittee**. Also, coordinate all external communications with the **Communications Committee**.

**Contributions & Fundraising Subcommittee** (chair appointed by the Fundraising Committee chair)

Committee Charge: Develop and implement a program that solicits pledges and donations to the Foundation.

**Stewardship Subcommittee** (chair appointed by the Fundraising Committee chair)

**Committee Charge:** Develop and implement a program that maintains periodic communications with all current and past donors for the purpose of maintaining their interest in and commitment to the Foundation.

**D. Nomination Committee—Chair: Logan Brodnansky (2017)**

Pres/CEO appoints with grad year after name.

**Committee Charge:** Nominate qualified candidates for election to the Board, and annually nominate Officers to serve for a one-year term.

**II. For Strategic Emphasis Areas of the Foundation**

**Scholarship Awards Committee--Chair: Michelle Ito (2017)**

Pres/CEO appoints with grad year after name.

**Committee Charge:** Make recommendations to the Board regarding selection of people to receive the various Foundation scholarships and awards in accordance with the Board approved guidelines for each scholarship and award. Annually, at annual meeting, review selection, award, and criteria for the Alpha Psi Foundation-Powell Grant Scholarships

**Annual Senior Awards Banquet Task Force --Taylor Chan-2021** (chair appointed by the Scholarship Awards Committee chair)

**Committee Charge:** Plan and conduct the APES&L Foundation Annual Senior Banquet held close to the time of graduation. The focus of programming for the Banquet is on the importance of giving back, and to create a sense of obligation/commitment to support the Foundation among new graduates, and to encourage people to sign up for pledging monthly contributions to the Foundation.

**A. Leadership Development Committee—Chair: Jennifer Ito (2014)**

Pres/CEO appoints with grad year after name.

**Committee Charge:** Assure the development and execution of a yearlong program of leadership development programs and workshops for students and new professionals that focus on continuously developing their leadership skills.

**Collegiate Leadership Development Subcommittee** (chair appointed by the Leadership Development Committee chair)

**Committee Charge:** Develop and implement at least 1-2 workshops per year for Candidates and Actives with a goal of a minimum of 8 hours of training in basic leadership skills and develop a curriculum for training in more advanced leadership skills for Actives who have already taken the initial leadership training program.

**New Practitioners Development Subcommittee** (chair appointed by the Leadership Development Committee chair)

Committee Charge: Develop and implement 3-4 workshops per year for New Practitioners in their first 10 years of practice, with a goal of a minimum of 8 hours of training in more advanced leadership skills appropriate for professionals.

### **III. For Communications of the Foundation**

#### **A. Communications Committee--Chair: Kristen Ward (2014)**

(Chair: Pres & CEO with grad year)

Committee members comprised of the Vice President, Newsletter Editor, and Website Editor.

Committee Charge: To generally oversee overall communications of the Foundation to all its stakeholders and various publics. It is NOT the intent to have the Communications Committee approve all communications, but to provide guidance where appropriate.