Alumni Association Staff
Section XII

BSUAA Staff Listing 1

Staff Responsibilities
Don Park 2
Celeste Booth 3
Steve Fulton 4
Jon Gorman 5
Michelle Harrell 6
Tracy Hendricks 7
Julie Johnson 8
Michelle Johnson 9
TBA, Director of Alumni Activities 10
Erin Lambert 11
Debbie Linegar 12
Jessica Myrick 13
Sue Taylor 14
Laura Waldron 15
Kate Webber 16

BSUAA Staff Flow Chart 17

BSUAA Organizational Chart 18

ALUMNI ASSOCIATION STAFF

BSUAA Staff

Don Park, Interim Executive Director
Celeste Booth, Alumni Communications Managing Director
Steve Fulton, Director, New Media
John Gorman, Director, Alumni Communications
Michelle Harrell, Information Coordinator
Tracy Hendricks, Director, Alumni Outreach
Julie Johnson, Communications Assistant
Michelle Johnson, Director, Alumni Special Events
Ernie Krug, Interim Director, Alumni Activities
Erin Lambert, Executive/Financial Assistant
Debbie Linegar, Director, Services and Executive Assistant to Alumni Council
Jessica Myrick, Alumni Communications Specialist
Sue Taylor, Assistant Director, Constituent Relations and Director, Alumni Reunions
Laura Waldron, Program Coordinator
Kate Webber, Director, Alumni and Student Programming

STAFF RESPONSIBILITIES

Don Park, Interim Executive Director
dpark@bsu.edu
Administer and implement the overall activities, programs, and services provided to alumni and direct the cultivation of these constituents; serve as chief executive officer of the Alumni Council, the governing body of the Alumni Association; provide leadership to the operational, budgetary and personnel aspects to the Office of Alumni Programs.

Alumni Council Committees
Executive & Finance
Nominating
Oliver Bumb Scholarship
Ray Ashley Scholarship
Robert E. Linson Scholarship
Services
Strategic Planning

Constituent Societies
Athletic Hall of Fame/Lettermen
Cardinal Football Alliance
Homecoming Steering Committee - Sponsor
St.A.RT. – Sponsor

Governance
Chief Executive Officer, Ball State University Alumni Association
Chief Administrator of operational, budgetary, and personnel aspects of Alumni Programs

Liaison
Advancement Services
Ball State University Foundation
Cardinal Varsity Club
University Development
University Officers

Programs/Services
Affinity License Plates
Alumni Tours
Cardinal Corner, Inc.
Publisher, *Ball State Alumnus*

CELESTE BOOTH, Managing Editor
cbooth@bsu.edu
Assist appropriate professional staff for programs, services, and activities listed.

Alumni Council Committees
Alumni Communications Advisory Board

Programs/Services
Ball State Alumnus Magazine (Print and Electronic)
BSUAA Alumni Communications (All Media)

STEVE FULTON, Director, New Media
sfulton@bsu.edu
Manage new media and electronic communication with alumni, participate with the professional staff team in the administration of alumni activities and programs of the university, and direct career services for the Alumni Association.

Programs/Services
Alumni Career Services
Alumni ID Operations and Technical Support
Alumni Registry
Assist with Electronic Distribution of Alumnus and Cardinal Corner, Inc.
Career Alumni Network (C.A.N.)
E-Commerce
News from the Cardinal's Nest E-Newsletter
Listserv Groups
Office Computer, Technology, and New Media Training
Office Computer Technical Support
Web Site Design and Management

Alumni Council Committees
Corporate Sponsorship
Technology
Benny Award

Other Committees
All university-wide technology committees

Liaison
Advancement Services
Career Center
University Computing Services
Computer Sciences Department

JON GORMAN, Director, Alumni Communications
jkgorman@bsu.edu
Manage, supervise, and provide editorial and production leadership for the preparation and distribution of the *Ball State Alumnus* magazine (electronic and print) as well as other public relations materials on behalf of the Alumni Association.

Alumni Council Committees
Alumni Communications Advisory Board

Governance
Director of operational, budgetary, and personnel aspects of Alumni Communications

Liaison
Advancement Services
Photo Services
Printing and Duplicating/Copy Center
University Marketing and Communications

Programs/Services
Editor, *Ball State Alumnus* Magazine
Supervisor of BSUAA Alumni Communications Programs and Staff (All Media)

MICHELLE HARRELL, Information Coordinator
mharrell@bsu.edu
Assist appropriate professional staff and alumni leaders for programs, services, and activities listed.

Professional Societies

College of Architecture and Planning
Teachers College

Alumni Chapters

Adams-Wells Area
Greater Indianapolis Area
Michiana Area
Northeastern Indiana Area

Alumni Council Committees

Legacy Scholarship

Programs/Services

Alumni Admissions Programs
Alumni ID Operation (C.A.R.D.)
Alumni Processing/Reports
Bulk Mailings
C.A.R.T.
Greek Alumni Outreach
i-Alumni Relations
Legacy Scholarship
Receptionist for Office of BSUAA
Upcoming and Past Activities Calendar

TRACY HENDRICKS, Director, Alumni Outreach
thendricks@bsu.edu
Develop and coordinate alumni activities related to the Cardinal Football Alliance; serve as the lead staff person for all alumni outreach and serve as director of alumni outreach in assigned geographic areas; assist with alumni/admissions programs; serve as executive staff writer; and assist in all activities and programs of the Office of Alumni Programs.

Alumni Council Committees
Alumni Scholarship

Constituent Societies
Cardinal Football Alliance (Inactive)

Liaison
Advancement Services
Office of Admissions
University Advancement/Campaign

Programs/Services
Cardinal Legacy Award/Marketing
Gatherings for Prospective Students
iAlumni Relations
Legacy Scholarship/Marketing
Prospective Student Referrals
Regional Outings
Targeted Geographic Areas

Regional Assignments
Indiana Counties
Interim Staff Liaison to Northeastern Indiana Alumni Chapter

Randolph and Wayne

Surrounding Cities
Dayton, OH

States
California, Colorado, Connecticut, Georgia, Maine, Massachusetts, New Hampshire, Oregon, Rhode Island, Tennessee, Vermont, Washington

JULIE JOHNSON, Communications Assistant
Jmjohnson3@bsu.edu
Assists appropriate professional staff and alumni leaders for programs, services, and activities listed.

Constituent Societies
Alumni Communications Advisory Board
Homecoming Steering Committee

Processional Societies
Family and Consumer Sciences Alumni Society
Journalism Alumni Society
Nursing Alumni Society

Programs/Services
Alumni Communications
Ball State Alumnus Magazine (Class Notes, Editorial, Financial/Statistical Records)
Homecoming – Students
Ray Ashley Scholarship
Nursing Alumni Society Scholarships

MICHELLE JOHNSON, Director, Alumni Special Events
mrjohnson@bsu.edu
Administer all aspects of Homecoming planning and execution; serve as director of alumni outreach in assigned geographic areas; support the overall alumni activities of the university; manage new events for the Office of Alumni Programs; participate with professional staff team in overall administration of alumni activities.

Constituent Societies
Homecoming Steering Committee - Advisor

Liaison
Advancement Services
Division of Student Life

Professional Societies
Miller College of Business

Programs/Services
Focus Groups
Greek Alumni Outreach
Greek Alumni Reunions
Homecoming
iAlumni Relations
Ray Ashley Scholarship
Regional Outings
Special Events
Targeted Geographic Areas

Regional Assignments
Indiana Counties
Interim Staff Liaison to Michiana Alumni Chapter

Bartholomew, Brown, Clay, Crawford, Daviess, Dearborn, Decatur, Dubois, Fayette, Franklin, Gibson, Greene, Harrison, Henry, Jackson, Jefferson, Jenning, Knox, Lawrence, Madison, Martin, Monroe, Ohio, Orange, Owen, Parke, Perry, Pike, Posey, Putnam, Ripley, Rush, Scott, Spencer, Sullivan, Switzerland, Union, Vanderburgh, Vermillion, Vigo, Warrick, and Washington

Surrounding Cities
Cincinnati, Ohio

States
Alabama, Arkansas, Idaho, Kansas, Kentucky, Louisiana, Mississippi, Montana, Nebraska, Nevada, North Dakota, Oklahoma, South Dakota, Utah, Wisconsin, Wyoming

Ernie Krug, Interim Director, Alumni Activities
ekrug@bsu.edu
Plan and coordinate off-campus alumni programs in targeted geographic areas and serve as liaison for alumni ambassadors, geographic alumni chapters, and academic professional alumni groups for the Alumni Association.

Alumni Chapters
Primary Liaison to:
Adams-Wells Area
Greater Indianapolis Area
Michiana Area
Northeastern Indiana Area

Alumni Council Committees
Benny Award

Constituent Societies
Alumni Ambassadors

Liaison
Advancement Services
Athletic Ticket Office
Central Mailing
Transportation

Professional Societies
College of Architecture and Planning
Teachers College

Programs/Services
Alumni Golf Outings
Pre-Event Outings
Professional Society Award Programs
Regional Outings
Targeted Geographic Areas

Regional Assignments
Indiana Counties
Adams, Allen, Boone, DeKalb, Elkhart, Hamilton, Hancock, Hendricks, Johnson, Kosciusko, LaGrange, Marion, Marshall, Morgan, Noble, Shelby, St. Joseph, Steuben, Wells, and Whitley

Surrounding Cities
Toledo, Columbus, Cleveland Ohio

States
Alaska, Florida, North Carolina, South Carolina, Texas

ERIN LAMBERT, Executive/Financial Assistant
erose@bsu.edu
Assist appropriate professional staff and alumni leaders for programs, services, and activities listed.

Governance
Alumni Council
BSUAA Financial Processing
Budgetary, operational, and personnel aspects of Alumni Programs

Programs/Services
Affinity License Plate
Alumni Tours
Cardinal Corner, Inc.
Cardinal Return Address Labels
Homecoming-Alumni Reservations
Notary Public
Pre-Game Outings-Reservations

DEBBIE LINEGAR, Director, Alumni Services and Executive Assistant to Alumni Council
dlinegar@bsu.edu
Manage all services and service programs provided for and marketed to alumni; serve as director of alumni outreach in assigned geographic areas; support the overall alumni activities of the university; manage alumni services, events, and programs utilizing the Alumni Center; participate with professional staff team in overall administration of alumni activities.

Alumni Council Committees
Services Committee
Strategic Planning Committee

Liaison
Advancement Services
Alumni Council
BSUAA Lodging (Alumni Council, Homecoming)
University Catering (UC)
Registration and Academic Progress (Commencement, Transcripts)

Professional Societies
Journalism Alumni Society

Programs/Services
Affinity Credit Card/Promotions
Alumni Association Handbook
Alumni ID Card Operations/Promotions
Annual Report
C.A.R.D. (Cardinal Alumni Retail Discount) Program
Homecoming Awards Recognition Dinner
Homecoming Post-Game Celebration
iAlumni Relations
Insurance Programs
New Graduate Service Mailings
Pre-Game Football Rallies (Home)
Regional Outings
Special Events
Strategic Plan
Targeted Geographic Areas

Regional Assignments
Indiana Counties
Interim Staff Liaison to Adams-Wells Alumni Chapter

Clark, Delaware, and Floyd

Surrounding Cities
Louisville, Kentucky

States
Arizona, Hawaii, New Mexico

JESSICA MYRICK, Alumni Communications Specialist
jrmyrick@bsu.edu
Assist appropriate professional staff for programs, services, and activities listed.

Programs/Services
Ball State Alumnus Magazine (Print and Electronic)
BSUAA Alumni Communications (All Media)

SUE TAYLOR, Assistant Director, Constituent Relations & Director, Alumni Reunions
suetaylor@bsu.edu
Plan and coordinate the services provided to alumni constituents including on-campus alumni programs, alumni award programs, and academic professional alumni groups. Coordinate alumni reunions and assist in all activities and programs of the Office of Alumni Programs.

Alumni Council Committees
Distinguished Alumni Award
Robert E. Linson Scholarship

Constituent Societies
Black Alumni Society

Liaison
Advancement Services
Multicultural Affairs

Professional Societies
Miller College of Business
Family and Consumer Sciences
Natural Resources and Environmental Management
Nursing Alumni Society

Programs/Services
Alumni Achievement Awards
Alumni Reunions
Distinguished Alumni Award
Professional and Constituent Society Award Programs

LAURA WALDRON, Program Coordinator
lwaldron@bsu.edu
Assist appropriate professional staff and alumni leaders for programs, services, and activities listed.

Alumni Council Committees
Benny Award
Distinguished Alumni Award
Legacy Scholarship
Robert E. Linson Scholarship

Constituent Societies
Black Alumni Society
St.A.R.T.

Professional Societies
Natural Resources and Environmental Management

Programs/Services
Alumni Achievement Awards
Alumni Awards and Recognition Dinners
Alumni ID Operations
Alumni Reunions
Cardinal Corner, Inc.
Coach of the Year Awards
Special Events

KATE WEBBER, Director, Alumni & Student Programs
kwebber@bsu.edu
Manage all alumni-student programs; serve as director of alumni outreach in assigned geographic areas; support the overall alumni activities of the university; manage multiple alumni societies; manage two Alumni Council programs (Coach-of-the-Year and GOLD); participate with professional staff team in overall administration of alumni activities.

Alumni Council Committees
G.O.L.D. Award

Constituent Societies
St.A.R.T. - Advisor
Homecoming Steering Committee - Advisor

Liaison
Advancement Services
Central Mailing
Photo Services

Professional Societies
College of Applied Sciences and Technology
College of Architecture and Planning
College of Science and Humanities
Teachers College

Programs/Services
Coach of the Year Awards
G.O.L.D. (Graduate of the Last Decade) Award
iAlumni Relations
Regional Outings
Student-Alumni Programs
Targeted Geographic Areas
Web Site Design and Maintenance (Homecoming and St.A.R.T.)
Young Alumni Programs

Regional Assignments
Indiana Counties
Interim Staff Liaison to Greater Indianapolis Alumni Chapter

Benton, Blackford, Carroll, Cass, Clinton, Fountain, Fulton, Grant , Howard, Huntington, Jasper, Jay, Lake, LaPorte, Miami, Montgomery, Newton, Porter, Pulaski, Starke, Tippecanoe, Tipton, Wabash, Warren, and White

States
Illinois, Iowa, Michigan, Missouri, New York, Pennsylvania, Virginia, West Virginia