DEPARTMENT OF CHEMISTRY

TENNESSEE STATE UNIVERSITY

MINUTES OF CHEMISTRY ADVISORY BOARD MEETING

Chemistry Conference Room

April 20, 2018

9:00 AM

Present: Dr. Niyi Fadeyi, Dr. Susan Sutton, Dr. Joey Barnett (via phone), Dr. Mohammad Karim, Dr. Jeanita Pritchett (via phone), Dr. Gerry Bramwell (via phone), Ms. Kara Allen (via phone), Mr. Donald Yowell (via phone), Ms. Lois Muhammad

Absent: Dr. Lonnie Sharpe, Dr. Josh Moore

**Meeting was called to order at 9:15 AM**

The minutes from last meeting were corrected.

**Discussion of Endowment Generation:**

The department is to maintain the ‘quiet phase’ of generating funds to reach the 25-50% mark of our $100k initial goal.

Each board member is to find at least five companies that the department can target for the initial fund raising effort.

If there are close ties to an alumnus, the board member may reach out to them, but discretely.

A strategy for targeting alumni needs to be made:

* Assemble a master list (department may have most of this done)
* Create infrastructure for contacting alumni (students, faculty members, etc)
* Design gimmicks for donation types: bronze/silver/gold; sub-disciplines; UG donations; periodic table of donors
* Target 25 alumni who could each give $1k and go after them first
* $100 per year buy-in (or gimmick like $6.022 dollars for 23 months)

A Nobel speaker could be a source of funds generation (donations from locals/alumni or buy tickets to dinner 5-10 people at $1k each)

Niyi will contact companies at medical conference; 10-12 contacts with 3-4 good leads as target

**Meeting adjourned at 9:55 AM**

Post meeting notes with Dr. Lonnie Sharpe and Dr. Josh Moore:

Lonnie may have a lead on a seminar series that will be hosted by the TSU (tying in the Nobel speaker concept)

Betsy Jackson is the contact in Foundation; Susan and Karim will meet with her to discuss contacting alumni and our strategy for funds generation

A calendar of important dates for funds generation needs to be created: i.e. companies give bonuses around March and individuals give money at the end of the calendar year.