



Gold A&M Club Training

The Association of Former Students

Before you Begin

At the conclusion of the Gold A&M Club training, we will require your signature to officially mark the completion of the training. Please take a moment to sign and submit the required documentation to us, as this is necessary for us to record your training as complete. Your prompt attention to this will help ensure everything is finalized. Thanks and gig 'em!

The Association At-A-Glance

Please view The Association At-A-Glance video at this [LINK](#).

A&M Clubs Overview

A&M Clubs: *An extension of The Association of Former Students and Former Student Programs.*

A&M Clubs exist to connect former students, to promote Texas A&M University and The Association of Former Students around the world and to strengthen ties between former students and their communities. Managing an A&M Club is a big responsibility and requires the efforts of multiple board members working together in order to be truly successful.



A&M Clubs Overview (Cont.)

A&M Clubs Mission Statement: A&M Clubs are either geographical-based or corporate affinity groups that serve as a focus of all organized alumni activity and exist to facilitate the Aggie Spirit among their constituents. A&M Clubs are formed to support Texas A&M University, The Association of Former Students and their local Aggie Network. In doing so, they must:

1. Provide each former student with the opportunity to become a member of a worthwhile group, to add something to the group and to receive something of value from their relationship.
2. Represent in a manner that is appropriate to Texas A&M and The Association of Former Students.
3. Provide a forum through which Texas A&M can work to accomplish objectives vital to its future.

A full list of our A&M Clubs can be found at tx.ag/Clubs.

Roles and Responsibilities of an A&M Club President

As a member of the Leadership Council, A&M Club Presidents serve as an ambassador for The Association of Former Students, representing The Association to their A&M Club as well as representing their A&M Club back to The Association. All Leadership Council members will conduct themselves in alignment with Texas A&M's core values of excellence, integrity, leadership, loyalty, respect and selfless service and will work in the mutual best interest of Texas A&M University, The Association and their A&M Club.

All of us who represent The Association of Former Students have the opportunity to interact with many different people with connections to Texas A&M. It is crucial that we manage these interactions with care and excellence. To that end, we will share with you The Association's Team Expectations, which are the guidelines and standards to which we hold ourselves and our volunteers:

- Display a positive, customer-focused attitude and treat all individuals with courtesy and respect.
- Manage each customer experience with the highest level of service and enthusiasm. Seek opportunities to exceed expectations and develop lasting relationships.
- Make innovative contributions by proactively challenging current practices and suggesting and implementing improvements.
- Contribute to our team environment by being a productive, supportive and reliable teammate. Take responsibility for their actions and the outcomes produced.
- Lead with a positive example, and in doing so, inspire others to fulfill the expectations of our team.

Roles and Responsibilities of an A&M Club President (Cont.)

1. Club Presidents shall assist in furthering the mission of The Association, which is to:
 - a. Strengthen The Association of Former Students;
 - b. Promote the interests and welfare of Texas A&M University;
 - c. Perpetuate ties of affection and esteem formed in university or college days; and
 - d. Serve the student body.
2. In accordance with The Association of Former Students' Bylaws, all Leadership Council members, including Club Presidents:
 - a. Serve on The Association of Former Students' Leadership Council;
 - b. Must attend at least one of The Association's semi-annual Leadership Council meetings held in the spring and fall; and
 - c. Be an Active donor to The Association's Annual Fund.*
3. Serve as ambassadors for The Association of Former Students, representing The Association to their A&M Club as well as representing their Club back to The Association.
4. Complete a required online A&M Club President training within 30 days upon election as a new President, as well as other trainings pertaining to Club Presidents. Presidents serving more than one year will receive only new training content, as appropriate, each year thereafter. At the discretion of the A&M Club President, additional board members may be assigned the training upon request to their Association staff liaison.
5. Learn about and support The Association's fundraising efforts, Century Club and other contribution programs.

Roles and Responsibilities of an A&M Club President (Cont.)

6. Be ambassadors for the McQuillen Society, a prominent network of volunteers who fundraise on behalf of The Association and increase the number of donors by leveraging their own networks of family, friends and peers to secure Century Club gifts on behalf of The Association. This program provides volunteers with the ability to make a difference for The Association and Texas A&M University by using their time and talent to invite family, friends, and others in their own networks to become Century Club members.
7. Encourage A&M Club members to become Active donors to The Association* and join the Century Club.
8. Support Pass It Back Day, The Association's annual day of giving, and encourage members of the A&M Club to make their annual gift to the Annual Fund.
9. Pass A&M Club news items, events and updates on to The Association.
10. Keep in touch with Aggies in the defined A&M Club geographic area via social media as well as electronic and personal communications.
11. A&M Club Presidents will be asked to submit a signed Information Security Agreement, which grants access to select Association data. This agreement must be on file and updated annually.
12. A&M Clubs shall include The Association of Former Students' Club Programs team as a recipient of official A&M Club communications, such as Club newsletters and activity notices sent to the Club throughout the year. This enables us to keep apprised of events to promote or attend. (Email: Clubs@AggieNetwork.com)

*An Active donor is someone who contributes to The Association's Annual Fund at the \$50 level or higher.

A&M Club Charter Process Explained

A&M Club Classifications:

- There are four types of A&M Club classifications, each having their own set of support items and expectations: Gold Club, Maroon Club, Muster Club and Muster Group.
- Each A&M Club will self-identify with one of the four classifications below based on what best fits the A&M Club's needs and its ability to fulfill expectations.
- Once chartered, A&M Clubs will receive their annual Charter/Agreement paperwork via email from the Club Programs team each year. This email will include a link to submit your annual Charter/Agreement electronically. It is generally combined with Muster communications, which begin in November. Clubs are required to submit their paperwork annually either through the link below or by scanning their agreement and emailing to Clubs@AggieNetwork.com. **The preferred method is electronic submission using this provided [LINK](#).**



For reference, the entire Texas A&M Club Charter/Agreement Packet can be viewed at tx.ag/ClubCharterAgreement.

Note: When submitting annual agreement paperwork, A&M Clubs have an opportunity to change their classification level. For example, if an A&M Club starts or stops awarding scholarships, they would be eligible to move between classifications.

A&M Club Charter Process Explained

- **Gold Clubs, Maroon Clubs and Muster Clubs**
- There are three levels of A&M Clubs: Gold Clubs, Maroon Clubs and Muster Clubs. Former students can serve as A&M Club leaders for Gold, Maroon or Muster Clubs. These A&M Clubs are tied to a geographic area.
- A full list of our A&M Clubs can be found at tx.ag/Clubs.

Muster Groups

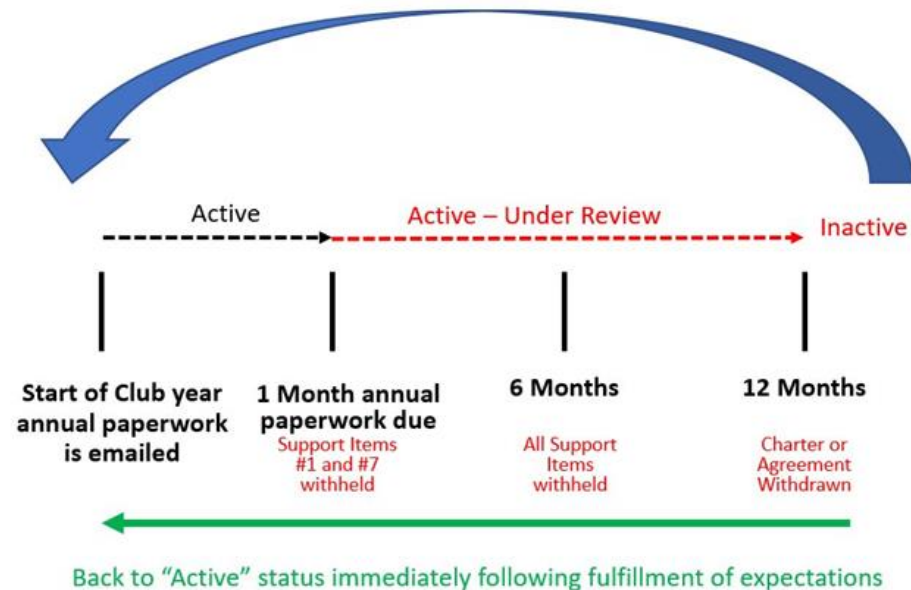
- Muster Groups have access to Association resources and support leading up to and during Muster. These groups are temporarily geographically based but are not chartered A&M Clubs.
- For example, an Aggie might file as a Muster Group if they were going to be on a cruise ship on April 21 with other Aggies and wanted to hold a Muster using Muster resources from The Association of Former Students.

Gold A&M Club Expectations

The Association of Former Students provides a range of support items to our A&M Clubs. It is each A&M Club's responsibility, especially during transitions of leadership, to remain up to date on the expectations required of Clubs at the different levels of classification.

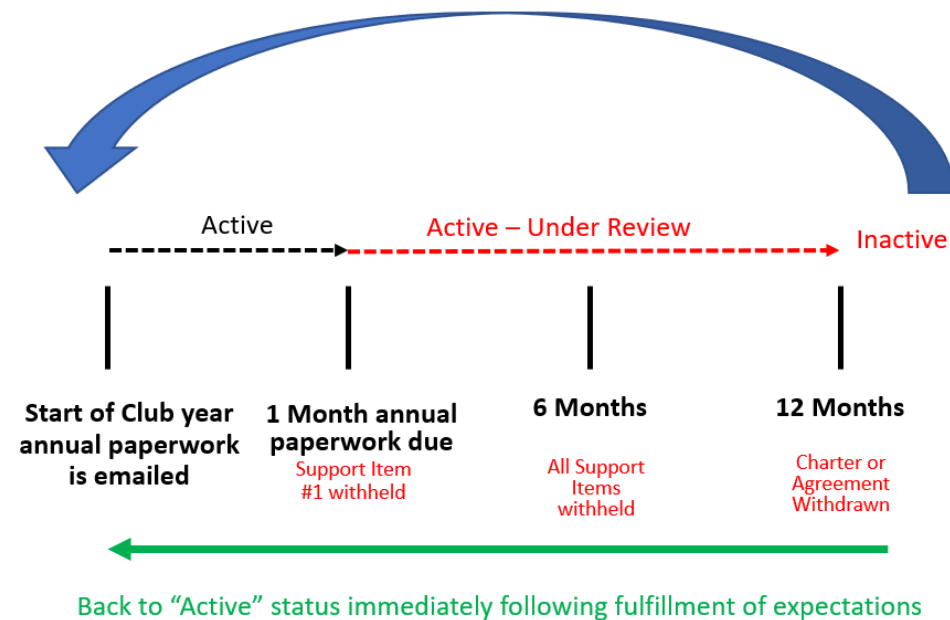
Calendar Year - Accountability for A&M Clubs - Visual

Club must restart charter or agreement process



Muster to Muster - Accountability for A&M Clubs - Visual

Club must restart charter or agreement process



Gold A&M Club Expectations (Cont.)

Gold A&M Clubs are the highest level under which an A&M Club can classify. These A&M Clubs have access to Association resources and support.

Additional details for Muster A&M Clubs can be found on pages 6-13 of the [Texas A&M Club Annual Agreement Packet](#), also found at tx.ag/ClubCharterAgreement.

EXPECTATIONS	GOLD CLUB	MAROON CLUB	MUSTER CLUB	MUSTER GROUP
#1: Annual A&M Club Agreement Paperwork	✓	✓	✓	
#2: Leadership Structure	✓	✓	✓	
#3: Leadership Council Member	✓	✓		
#4: Fundraising for Texas A&M	✓			
#5: Club Events and Programs	✓	✓	✓ - Muster Only	✓ - Muster Only
#6: Association Hosted Email Account	✓	✓		
#7: Aggie Muster Attendance Roster	✓	✓	✓	
#8: A&M Club Online Training	✓	✓	✓	

Expectation Item #1: Required Annual Club Agreement

All A&M Clubs must submit required Club paperwork on an annual basis. This helps The Association of Former Students and the A&M Club Programs team keep in contact with our A&M Clubs, especially as an A&M Club transitions its leadership. A&M Clubs are also able to change their charter classification annually, allowing for growth and evolution.

Included in the annual paperwork is the [Information Security Agreement](#) and important Club information questions. Your feedback allows us to update your A&M Club's page on [The Association's website](#) so that Aggies in the area can easily find your Club. This also ensures that the correct officers (President, Muster Chair, etc.) are receiving directed communications.

THE BRAZOS COUNTY A&M CLUB, INC.

COLLEGE STATION, TEXAS [VIEW ALL CLUBS](#)

Roll Call [view all](#)



Lee Phillips '53

posted: 12/3/2024

date of passing: 10/26/2024



Ray Doucet '59

posted: 12/3/2024

date of passing: 11/24/2024

Contact Information

Club President: **Murray Burns '68**

[✉ bcamc@aggienetwork.com](mailto:bcamc@aggienetwork.com)



Expectation Item #1: Required Annual Club Agreement (Cont.)

By completing the [Information Security Agreement](#), you are agreeing to the following items:

1. The Association of Former Students' information may only be used for the following purposes:

Solicit membership dues and scholarship donations specifically for your A&M Club; and

Promote official A&M Club activities.

2. The information provided by The Association of Former Students may never be used for the following purposes even if considered official A&M Club activities:

Any political purpose; or

Marketing for personal gain.

Expectation Item #2: A&M Club Leadership Structure

Gold A&M Clubs must have a board of directors with at least three (3), and preferably nine (9), members. The following officer structure is recommended:

1. President
2. President-Elect
3. Immediate Past President (where applicable)
4. Vice President — Activities/Programs (Muster Chair)
5. Vice President — Finance
6. Vice President – Young Alumni Engagement

The President shall be a non-voting Chair of the Board of Directors and should preside at all meetings of the Board.

The Association of Former Students defines young alumni as former students who have graduated from Texas A&M in the last 12 years. Of our 574,710 former students, 30% have graduated in the last decade. Over a quarter of our former students are under the age of 35 and over half of all living former students of Texas A&M have graduated since 2002! Engaging young alumni is vital to an A&M Club's long-term success. It is important for Clubs to offer specific programming for young alumni and get them engaged as they are the future of the Club.

Expectation Item #3: Leadership Council Member

The Leadership Council is the governing body of The Association of Former Students. Leadership Council members are official volunteer representatives of The Association of Former Students among the various A&M Clubs, Classes, Areas and Constituent Networks from which the Council's members are elected. They will conduct themselves in alignment with Texas A&M's core values of excellence, integrity, leadership, loyalty, respect and selfless service and will work in the mutual best interests of Texas A&M University, The Association of Former Students and their constituency group.

By virtue of its right to elect our organization's Board of Directors, this important group ensures the programs and operations of The Association are consistent with our Charter and are in the best interest of The Association.

In accordance with The Association of Former Students' Bylaws, all members of the Leadership Council are required to attend at least one bi-annual Leadership Council meeting each year and must be current donors to The Association.

Expectation Item #3: Leadership Council Member (Cont.)

The Association of Former Students' Leadership Council is comprised of ten groups:

1. *The Association's Board of Directors*

The Board of Directors of The Association of Former Students is elected each year at our Fall Leadership Council Meeting and takes office on January 1 of the following year. Our Board is composed of The Association's Executive Committee, which consists of the Chair, Immediate Past Chair, Chair Elect, President and CEO (who is a non-voting member of the Executive Committee and Board) and no more than 14 Directors.

2. *Past Chairs of The Association*

Past Chairs of The Association of Former Students continue to provide leadership to The Association by serving as active members of the Council.

3. *President of the Sul Ross Group*

The Sul Ross Group includes all Classes that graduated at least 55 years ago.

Expectation Item #3: Leadership Council Member (Cont.)

4. Class Agents

Each organized Class of former students has an elected set of Class Agents who serve as liaisons between their Class and The Association. Class Agents are first elected during the student body elections of their senior year and serve until the Class holds its first formal reunion.

5. A&M Club Presidents

Much of the work of The Association of Former Students is done through our worldwide network of A&M Clubs, each led by an elected President.

6. Area and National Representatives

Area and National Representatives serve as ambassadors for The Association of Former Students, representing The Association to their defined constituency as well as representing their constituency back to The Association.

Expectation Item #3: Leadership Council Member (Cont.)

7. Representatives at Large

The Association's Chair of the Board may appoint up to thirty (30) non-voting Representatives at Large each year to serve for a three-year term. Representative persons appointed to this position can include any state or federal elected officials who are former students and other friends of Texas A&M or The Association.

8. The President of each Class on the Texas A&M Campus

The president of the freshman, sophomore, junior and senior classes on the Texas A&M campus are voting members of our Leadership Council.

9. Student Loan Fund Trustees

The Student Loan Fund Trustees have sole and distinct supervision of the handling and lending of funds acquired by The Association of Former Students for loans to students attending Texas A&M. The Trustees are empowered to make rules and regulations for the proper conduct of student loan fund operations.

10. Constituent Network Representatives

The President or designated representative of each chartered Constituent Network serves on the Leadership Council.

Expectation Item #4: Fundraising for Texas A&M

Conduct at least one fundraising effort annually such as, but not limited to:

- Scholarship through The Association of Former Students, the Texas A&M Foundation, or the 12th Man Foundation;
- Annual Century Club membership for the A&M Club;
- Have an A&M Club endowment through The Association of Former Students or the Texas A&M Foundation (i.e. having an endowed scholarship, being an Endowed Century Club member or having an endowed Aggie Ring Scholarship. Note: this would fulfill the fundraising expectation for the life of the A&M Club); or
- Any other fundraising effort that is shown to benefit Texas A&M University or students of Texas A&M University (i.e., directed funds to a student or directed funds to Texas A&M). Please contact your Club Programs liaison at Clubs@AggieNetwork.com if you think your A&M Club falls in this category.

Expectation Item #5: A&M Club Events and Programs

Gold A&M Clubs must conduct at least one event annually in each of the following categories:

1. Fundraising for Texas A&M;
2. Networking, social or family event; and
3. Aggie Muster

Family-friendly events, while not required, are heavily encouraged! Additionally, all other types of A&M Club events (social, networking, Muster, and fundraisers) can be family-friendly events.

Expectation Item #6: @AggieNetwork Email Account

This practice has been temporarily paused while we evaluate the long-term sustainability of the email program. More information coming soon. Please reach out to Clubs@AggieNetwork.com with any questions.

NOTE: Multiple individuals can have access to the email account on the Club's behalf. Club officers can share the login information to all have access to the email account, Google Drive/Docs, etc.

Expectation Item #7: Aggie Muster Attendance Roster

Gold A&M Clubs are required to annually provide Muster attendance information to The Association of Former Students. Information will be due by the end of May, following Muster. This document can be submitted via Excel spreadsheet to Muster@AggieNetwork.com and include attendees name, class year, email address, home address and phone number.

#8: Complete Required Online Training

Complete a required online training within 30 days upon receipt. Club presidents will receive only new training content, as appropriate, each year thereafter.

Gold A&M Club Support Items

The Association of Former Students and the A&M Club Programs team provide a range of support items to our A&M Clubs. It is the A&M Club's responsibility to take full advantage of the available support items. This simplified chart outlines the support items provided.

SUPPORT ITEMS	GOLD CLUB	MAROON CLUB	MUSTER CLUB	MUSTER GROUP
#1: Email Distribution	✓	✓	✓	✓
#2: Communications Support	✓	✓	✓	✓
#3A: Website Hosting	✓	✓		
#3B: Donation Form Plug-In	✓	✓		
#4: Facebook Page Support	✓	✓	✓	
#5: Federally Registered Trademark and Word Mark Use Upon Approval	✓	✓	✓	✓
#6: Association Staff Support at Club Events/Activities	✓	✓	✓	✓
#7: Muster Support	✓	✓	✓	✓
#8: Design Support	✓	✓	✓	
#9: Insurance Coverage	✓	✓		
#10: Access to a Club-branded email marketing platform	✓			

Support Item #1: Email Distribution Support

A&M Clubs that have updated their Annual Agreement Paperwork have the ability to send emails to their constituents through The Association's email system by submitting information to The Association of Former Students. The Association will create and send emails based on your requests.



The Association of Former Students employs a Records team to help keep former students' contact information up to date. We know when former students move in and out of a Club's defined area, but a Club may leave great Aggies off your email or spam those who have moved if you use your own listserv. The Association is here to help and wants Clubs to be able to reach all Aggies currently residing within the Club's region, so please talk to your Club Programs liaison if you are using your own email listserv.

Note: Considering the implied endorsement of The Association of Former Students of Club mailings that we distribute, we reserve the right to approve and/or revise all content prior to distribution to ensure it complies with The Association's policies, as well as non-profit laws related to email marketing.

Support Item #1: Email Distribution Support (Cont.)

1. Draft and forward us your Club's proposed email

- Send your Club Programs liaison a draft of a fully-written email or bullet points with detailed “who,” “what,” “where” and “when” to Clubs@AggieNetwork.com. Be sure to include an email subject, reply-to email address and suggested date to be sent. Once the information is received, we will create an appropriate email that we will return to you for approval.
- The email draft or bullet points of details must be received **5-7 business days** before the Club would like the email to be sent as we will need to reserve a time slot for electronic delivery with our Communications team. (See #3 below.)

2. We edit, proof and approve your email

- Once we have completed your email draft, we take the following steps:
 1. Send email back to you for proofing and approval.
 2. Submit your Club-approved draft to our Communications team to review the email for grammar, style, and compliance with The Association's policies and the laws that relate to email marketing.
 3. Once our Communication team has reviewed the email, it will be scheduled for delivery.

3. We schedule and send your email

- The Association of Former Students coordinates with Texas A&M University, the Texas A&M Foundation, the Bush School of Government and Public Service and various TAMU colleges and affiliates when scheduling our emails. We do this to reduce the likelihood that individuals are inundated with multiple emails per day from Texas A&M entities. Depending on what is going on, there are sometimes blackout dates on which we are unable to send emails.

Support Item #2: Communications Support

Gold A&M Clubs will receive the following communications support items:

1. A monthly Club President Newsletter from The Association of Former Students with vital Club information
2. Opportunity to submit content on Club activities for possible inclusion in *Texas Aggie* magazine. Note: The Association's Communications team will determine use of content.
3. Opportunity to submit content on Club activities for possible inclusion on Association social media channels. Note: The Association's Communications team will determine use of content.
4. Opportunity to submit content for possible inclusion in *AggieNews*, The Association's monthly e-newsletter. Note: The Association's Communications team will determine use of content.

Note: The Association's Communication team will determine use of content.

Support Item #3: Web Support

Gold A&M Clubs have access to The Association's Web team through multiple support items.

A. Support Item #3A: Website Hosting

- Opportunity to use The Association's website hosting program for the A&M Club's website.
- Visit <https://hosting.aggienetwork.com> and check out the [Aggie Network Hosting User Guide](#) for more detailed information on our hosting services.











B. Support Item #3B: Donation Form

- Opportunity to utilize a donation form built by The Association, which can be placed on all A&M Club websites, including those hosted by The Association, as well as those not hosted by The Association.
- Our Web team will help the A&M Club set up an account with [Custom Donations](#).
 - Custom Donations, a third-party vendor, will allow the A&M Club to build out giving forms/payments processing on their website.

Support Item #4: Social Media Support

Facebook support

- All chartered A&M Clubs have the opportunity to get advice from The Association's Club Programs and Communications teams on setting up a Facebook page and options such as attaching an old Facebook group to a new page.
- We strongly encourage Clubs to add The Association of Former Students as a co-host to their Facebook Events, as this can increase visibility to fellow Aggies on Facebook. Select “Add Co-Hosts” and add “The Association of Former Students” page.

	Sat, Nov 30 BTHOtu Watch Party Cork & Barrel · Round Rock Event by Williamson County A&M Club		Sat, Nov 30 BTHO TU Culhane's Irish Pub & Restaurant - Southside · Jacksonville...
	Sat, Oct 19 BTHO Mississippi State New Realm Brewing Co. - Charleston · Charleston...		Fri, Sep 27 2024 Cowtown Kickoff Second Rodeo Brewing · Fort Worth Event by Fort Worth A&M Club
	Tue, Sep 10 Pass It Back Day 2024 Event by The Association of Former Students		Sat, Aug 31 WilCo Football Watch Party Cork & Barrel · Round Rock Event by Williamson County A&M Club
	Sat, Aug 31 All '90s Tailgate Aggie Park · College Station Event by Texas A&M Class of 1994		Sat, May 4 Crawfish Boil Cancelled High Meadow Ranch Dr, Magnolia, TX 77355, United States · Magnolia...
	Mon, Apr 29 BCAMC Coaches' Night Presented by CC Creations Legends Event Center - Bryan, Texas · Bryan Event by Brazos County A&M Club (BCAMC)		Thu, Apr 25 5th Annual SAFSN Golf Tournament Wildcat Golf Club · Houston Event by Sea Aggie Former Student Network

Support Item #4: Social Media Support (Cont.)

Club Presidents Facebook Page

- All A&M Club Presidents are encouraged to join the "[Texas A&M Club Presidents- The Association of Former Students](#)" private Facebook group. This is a place where A&M Club Presidents from around the world can collaborate and share ideas as well as ask questions to other Presidents.

More social media help

- Visit tx.ag/SocialTips for advice from The Association's Communications team on topics such as how often to post, what to post, using Twitter and Instagram, finding images and creating tx.ag short links.
- You and any of your Club officers or volunteers who help run the Club's social media accounts are invited to join The Association's "Social Ags" private Facebook group, where Association volunteers can share social media knowledge and ask questions. Please email AggieNetwork@AggieNetwork.com with the email addresses of those you would like to have added, and we will send an invitation to join.

See how other A&M Clubs are using social media: A list of accounts is at tx.ag/Social.

Support Item #5: Federally Registered Trademark and Word Mark Use Upon Approval

As a Gold A&M Club, an official affiliate organization of The Association of Former Students, we can help with your ability to use federally registered trademarks and word marks owned by Texas A&M University and The Association of Former Students.

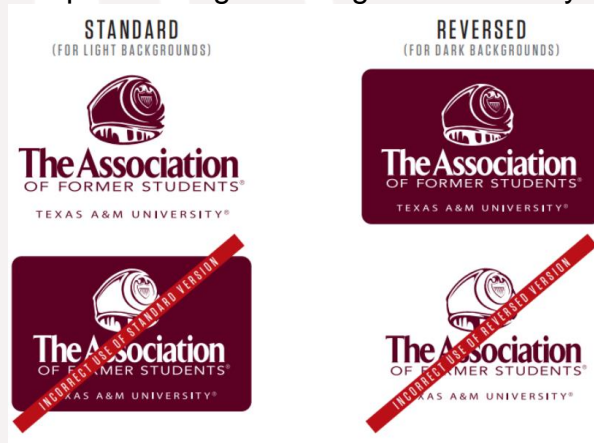
Any use of Texas A&M or The Association's marks requires approval. At all points of use, Gold A&M Clubs are required to submit a design proof for review and approval to The Association of Former Students. Contact your Club Programs liaison for assistance at Clubs@AggieNetwork.com. Please allow one-to-two weeks for this process to occur.

Support Item #5: Federally Registered Trademark and Word Mark Use Upon Approval (Cont.)

Logo Use - The logos for The Association of Former Students should never be altered from their original forms, including changes in type style, proportions, letter spacing or placement of the individual elements. A strong brand identity requires consistency. Any changes in the key graphic elements will dilute their impact and detract from The Association's brand consistency.

Primary Logo – Use the correct version of the preferred primary logo

- The primary logo with the Ring stacked on top of the words “The Association of Former Students” is preferred and should be used the majority of the time. There are standard and reversed versions of the primary, secondary and program logos. The standard logo should only be used in Aggie Maroon or black on light backgrounds. The reversed logo should only be used in white on dark backgrounds.
- Tip: The Ring in the logo should always be filled in with maroon or the dark color of the background. It should never be filled in with white.



Secondary Logo – Only use the secondary logo when required by space restrictions

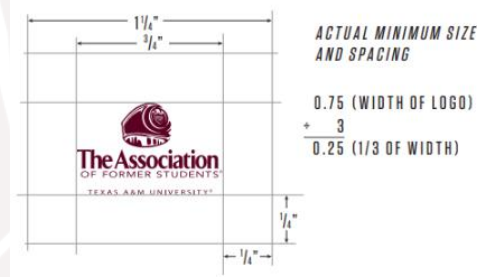
- The secondary logo, which is ONLY to be used when the primary logo cannot be used due to space restrictions, is the version with the Ring to the left of the words “The Association of Former Students.”



Support Item #5: Federally Registered Trademark and Word Mark Use Upon Approval (Cont.)

Minimum Size & Space

- Minimum Size: $\frac{3}{4}$ "
 - The logo should not be reproduced smaller than $\frac{3}{4}$ " in width, unless otherwise approved by the Marketing and Creative Services team. Reducing the size reduces effectiveness and legibility.
- Minimum Spacing: $\frac{1}{3}$ of Width
 - To ensure the integrity of the logo and provide maximum impact in environments where it appears, clear space must be monitored on all sides of the logo. The minimum clear space required is relative to the size of the logo. The space on each side needs to be equal to $\frac{1}{3}$ of the total width of the logo.



Stylized Ring – Use requires special approval

- Any use of the stylized Ring as a single design element requires prior authorization from the Marketing and Creative Services team.



Support Item #5: Federally Registered Trademark and Word Mark Use Upon Approval (Cont.)

Prohibited Logo Use

- Do not alter the logo in any way
- Do not apply graphic effects or graphic elements to the logo
- Do not apply an outline to the logo or use an outline-only version of the logo
- Do not substitute other typefaces for the logotype
- Do not let the logo bleed off the page

Logo Use Approval – Logo use required approval from the Marketing and Creative Services team.

- To ensure branded content is used properly and in line with the brand identity of The Association, logo use must be approved by the Marketing and Creative Services team. Requests for logo files will be evaluated and distributed on a case-by-case basis.

Support Item #5: Federally Registered Trademark and Word Mark Use Upon Approval (Cont.)

A&M Club Specific Logo

- Each A&M Club has full rights to its own specific logo with the understanding the logo is associated with The Association of Former Students and Texas A&M University and should not be used in compromising or inappropriate situations.

NOTE: All incentive or promotional items using university marks must be produced by a licensed vendor. For questions, please contact Randy Reyes '01, the Director of Marketing at The Association, at RReyes01@AggieNetwork.com.

NOTE: Gold A&M Clubs are granted the opportunity to use The Association's logo on a case-by-case basis. If you wish to use The Association's logo, please contact Randy Reyes '01, the Director of Marketing at The Association, at RReyes01@AggieNetwork.com.

Must-Know Writing Tips

- Always capitalize “The” in “The Association of Former Students.”
- Never abbreviate “The Association of Former Students” as “AFS.”
- The apostrophe should open away from the Class year (like a single close quote mark). Ex: Joe Aggie '20
- The “g” and “e” in “gig 'em” should be lowercase except at the beginning of a sentence, salutation, quote or interjection. The apostrophe should open away from the “e” (like a single close quote mark).

Writer's Usage and Style Guide

- For publications published by The Association of Former Students, please use the most up-to-date guidelines at tx.ag/writingstyle, which offers help with usage of terms like “gig 'em” and “Old Army,” how to write Aggie Class years and similar issues.

Support Item #6: Association Staff Support at A&M Club Events/Activities

The Association of Former Students' Club Programs team is happy to provide on-site support for A&M Club events and activities such as picnics, golf tournaments, speakers at A&M Club meetings, etc. (when available). The Association can also assist in identifying speakers for A&M Club events via the [Speakers Bureau](#). For more information, please email Clubs@AggieNetwork.com.



Support Item #7: Muster Support

Gold A&M Clubs have access to:

1. The Association's Muster Planning Guide and Resources at tx.ag/MusterChairResources, which has links to the following:

- The Muster Planning Timeline
- The Speakers Bureau
- Request Muster collateral materials
 - Printed Muster invitations (**quantities limited - encouraged to utilize email option only**)
 - Save-the-date email
 - Detailed invitation email
 - Printed address labels (**only for Clubs that do not request printed Muster invitations**)
- Letter templates for the Roll Call families
- Branding guides for Muster and ideas for how to publicize the event
- Pull the Muster Roll Call for your Club at tx.ag/RollCall
- Muster videos, songs, and poems
- Submit photos
- Submit attendance form
- Post-Muster survey

Support Item #7: Muster Support (Cont.)

2. Muster listed on AggieNetwork.com and printed in the *Texas Aggie* magazine
3. Muster-related emails
4. Muster-related federally registered trademarks
5. The Association's Speakers Bureau

The Association of Former Students' Speakers Bureau is a great resource for securing speakers for meetings and events. At tx.ag/SpeakersBureau, you will find hundreds of speakers registered, many of whom are willing to travel and cover their costs.

6. Roll Call for the Absent specific to the A&M Club's geocode

Support Item #8: Design Support

Gold A&M Clubs have priority access to The Association's Creative Services team for various items, such as logos, mailings, etc.



Support Item #9: The Association of Former Students' Liability Insurance Policy

The Association's General Liability policy includes limited coverage for the Clubs and constituent networks; it is the intention of the insurance carrier to limit coverage to meetings, receptions, banquets and golf tournaments as these are the usual events sponsored by the Clubs and Constituent Networks. Special Events outside the operation of the above described such as carnivals, bonfires, rodeos, and other sporting events shall be separately covered through the procurement of a separate Special Event Liability policy.

The Association has Host Liquor Liability coverage, but only for receptions where there is no charge for admission nor for liquor. Coverage also applies to the annual Gala. So, if you are selling liquor (cash bar, etc.) or if it is included in the price of admission ticket, you should consider a separate Liquor Liability policy.

Please reach out to Clubs@AggieNetwork.com with any questions.

Support Item #9: Club Branded Email Marketing Platform

Gold Clubs have access to and can receive training on a platform that allows the Club to create and distribute its own marketing emails to former students within the Club's footprint, using data managed by The Association but without the need for Association approval of each message. For more information, please contact your Club Programs liaison at Clubs@AggieNetwork.com.

How Area Representatives & National Representatives Assist A&M Clubs

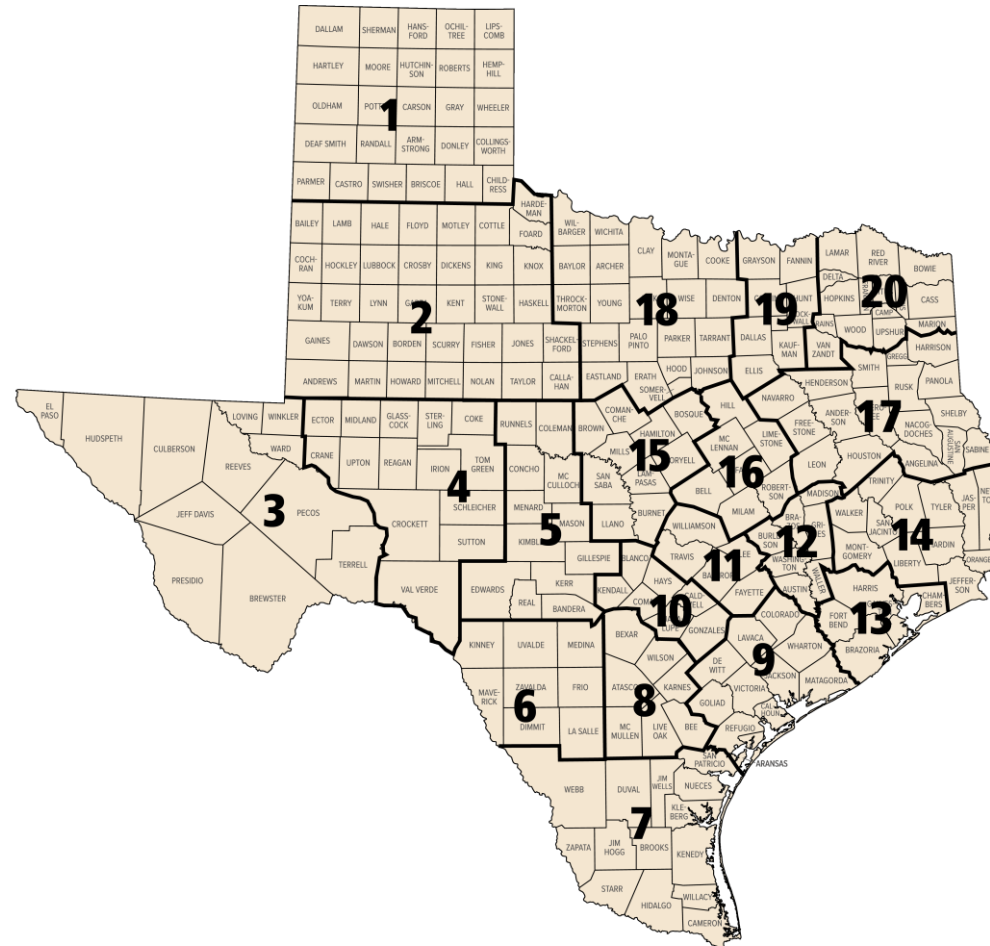
In accordance with The Association of Former Students' Bylaws, **Area Representatives** exist to serve a defined area of A&M Clubs within the state of Texas and **National Representatives** serve a defined area of A&M Clubs across the United States outside of Texas. Also, in accordance with The Association's Bylaws, [Area and National Representatives](#) are elected by the general membership via a ballot made available through *Texas Aggie* magazine. These volunteer leaders, who serve on The Association's Leadership Council, work closely with The Association of Former Students' Club Programs team to perform the following functions:

- Be an ambassador for The Association of Former Students;
- Assist A&M Clubs within their defined area;
- Assist with communications between The Association and A&M Clubs;
- Grow and strengthen the Aggie Network; and
- Be present at A&M Club events when possible.

Many Area and National Representatives have served in numerous A&M Club positions, are active within the Aggie Network, and have a wealth of experience that enables them to assist A&M Clubs and Aggies in their respective regions. Area and National Representatives, who are voting members of our Leadership Council, serve as ambassadors for The Association of Former Students, representing The Association to their defined constituency as well as representing their constituency back to The Association. These volunteer leaders can be a tremendous resource to A&M Clubs!

Area Representatives

Each Area Representative serves one of the 20 geographic regions in Texas. These areas are strategically designed to encompass A&M Clubs in similar parts of the state allowing for easier travel and engagement across each area. These areas include:



Area Representatives(Cont.)

Area 1: Miles R. Forrester '87

- Amarillo A&M Club (Potter County)
- Canyon A&M Club (Randall County)
- Moore County A&M Club (Moore County)
- Northeast Panhandle A&M Club (Gray County)
- XIT A&M Club (Dallam County)

Area 2: Susan Stewart '82

- Abilene A&M Club (Taylor County)
- Howard County A&M Club (Howard County)
- Lubbock A&M Club (Lubbock County)

Area 3: Yvette Ramos '93

- El Paso Texas A&M Club (El Paso County)
- Pecos County A&M Club (Pecos County)

Area 4: Jeff Stewart '02

- Del Rio A&M Club (Val Verde County)
- Midland A&M Club (Midland County)
- San Angelo A&M Club (Tom Green County)

Area 5: Carl Luckenbach '67

- Bandera County A&M Club (Bandera County)
- Gillespie County A&M Club (Gillespie County)
- Junction A&M Club (Kimble County)
- Kerr County A&M Club (Kerr County)

Area Representatives(Cont.)

Area 6: Taylor Carroll '14

- Frio County A&M Club (Frio County)
- La Salle County A&M Club (La Salle County)
- Medina County A&M Club (Medina County)
- Uvalde A&M Club (Uvalde County)

Area 7: Nina Rodriguez '10

- Brush County A&M Club (Jim Wells County)
- Cameron/Willacy Counties A&M Club (Cameron County)
- Coastal A&M Club (San Patricio County)
- Hidalgo-Starr County A&M Club (Hidalgo County)
- Laredo A&M Club (Webb County)
- Nueces County A&M Club (Nueces County)

Area 8: Robert "Bill" Mason '94

- Atascosa County A&M Club (Atascosa County)
- Bee County A&M Club (Bee County)
- Karnes County A&M Club (Karnes County)
- La Vernia A&M Club (Wilson County)
- San Antonio A&M Club (Bexar County)
- Wilson County A&M Club (Wilson County)

Area Representatives(Cont.)

Area 9: Matt Ashcraft '12

- Goliad A&M Club (Goliad County)
- Jackson County A&M Club (Jackson County)
- Matagorda County A&M Club (Matagorda County)
- Rockport-Fulton Aggie Club (Aransas County)
- Victoria County A&M Club (Victoria County)
- Wharton County A&M Club (Wharton County)
- Yoakum A&M Club (DeWitt County)

Area 10: Ginger Taylor '00

- Blanco County A&M Club (Blanco County)
- Caldwell County A&M Club (Caldwell County)
- Comal County A&M Club (Comal County)
- Dripping Springs A&M Club (Hays County)
- Gonzales County A&M Club (Gonzales County)
- Guadalupe County A&M Club (Guadalupe County)
- Hays County A&M Club (Hays County)
- Hill Country A&M Club (Kendall County)

Area Representatives(Cont.)

Area 11: Travis White '12

- Bastrop County A&M Club (Bastrop County)
- Capital City A&M Club (Travis County)
- Fayette County A&M Club (Fayette County)
- Lake Travis A&M Club (Travis County)
- Lee County A&M Club (Lee County)
- Williamson County A&M Club (Williamson County)

Area 12: John Channing '79

- Austin County A&M Club (Austin County)
- Brazos County A&M Club (Brazos County)
- Burleson County A&M Club (Burleson County)
- Washington County A&M Club (Washington County)
- Waller County A&M Club (Waller County)

Area Representatives(Cont.)

Area 13: Stephen K. "Steve" London '79

- Bay Area A&M Club (Harris County)
- Baytown Texas A&M Club (Harris County)
- Brazoria County A&M Club (Brazoria County)
- D.A.M. A&M Club (Brazoria County)
- Fort Bend County A&M Club (Fort Bend County)
- Galveston County A&M Club (Galveston County)
- Houston A&M Club (Harris County)
- Katy Area A&M Club (Harris County)
- Pearland A&M Club (Brazoria County)

Area 14: Bryan Masten '99

- Liberty County A&M Club (Liberty County)
- Montgomery County A&M Club (Montgomery County)
- San Jacinto County A&M Club (San Jacinto County)
- Southeast Texas A&M Club (Jefferson County)
- Walker County A&M Club (Walker County)

Area Representatives(Cont.)

Area 15: Curtis Donaldson '81

- Bosque County A&M Club (Bosque County)
- Brown County A&M Club (Brown County)
- Coryell County A&M Club (Coryell County)
- Comanche County A&M Club (Comanche County)
- Hamilton County A&M Club (Hamilton County)
- Highland Lakes A&M Club (Burnet County)
- Lampasas County A&M Club (Lampasas County)
- Llano County A&M Club (Llano County)
- Mills County A&M Club (Mills County)
- San Saba A&M Club (San Saba County)

Area 16: Christopher W. "Chris" Diem '05

- County Line A&M Club (McLennan County)
- Greater Temple Area A&M Club (Bell County)
- Greater Waco A&M Club (McLennan County)
- Hill County A&M Club (Hill County)
- Killeen - Fort Hood Area A&M Club (Bell County)
- Limestone County A&M Club (Limestone County)
- Milam County A&M Club (Milam County)
- Robertson County A&M Club (Robertson County)

Area Representatives(Cont.)

Area 17: Dakota Heathcock '19

- Anderson County A&M Club (Anderson County)
- Deep East Texas A&M Club (Gregg County)
- Henderson County A&M Club (Henderson County)
- Houston County A&M Club (Houston County)
- Leon County A&M Club (Leon County)
- Nacogdoches A&M Club (Nacogdoches County)
- Navarro County A&M Club (Navarro County)
- Panola County A&M Club (Panola County)
- Rusk County A&M Club (Rusk County)
- Texas A&M Club of Angelina (Angelina County)
- Tyler-Smith County A&M Club (Smith County)

Area Representatives(Cont.)

Area 18: William "Bill" Schwennsen '77

- Cooke County A&M Club (Cooke County)
- Cross Timbers A&M Club (Wise County)
- Denton County A&M Club (Denton County)
- Erath County A&M Club (Erath County)
- Fort Worth-Tarrant County A&M Club (Tarrant County)
- Johnson County A&M Club (Johnson County)
- Northeast Tarrant County A&M Club (Tarrant County)
- Northwest Texas A&M Club (Wilbarger County)
- Palo Pinto County A&M Club (Palo Pinto County)
- Parker County A&M Club (Parker County)
- Hood and Somervell A&M Club (Hood County)
- Wichita Falls A&M Club (Wichita County)
- Young County A&M Club (Young County)

Area Representatives(Cont.)

Area 19: Josh McKay '17

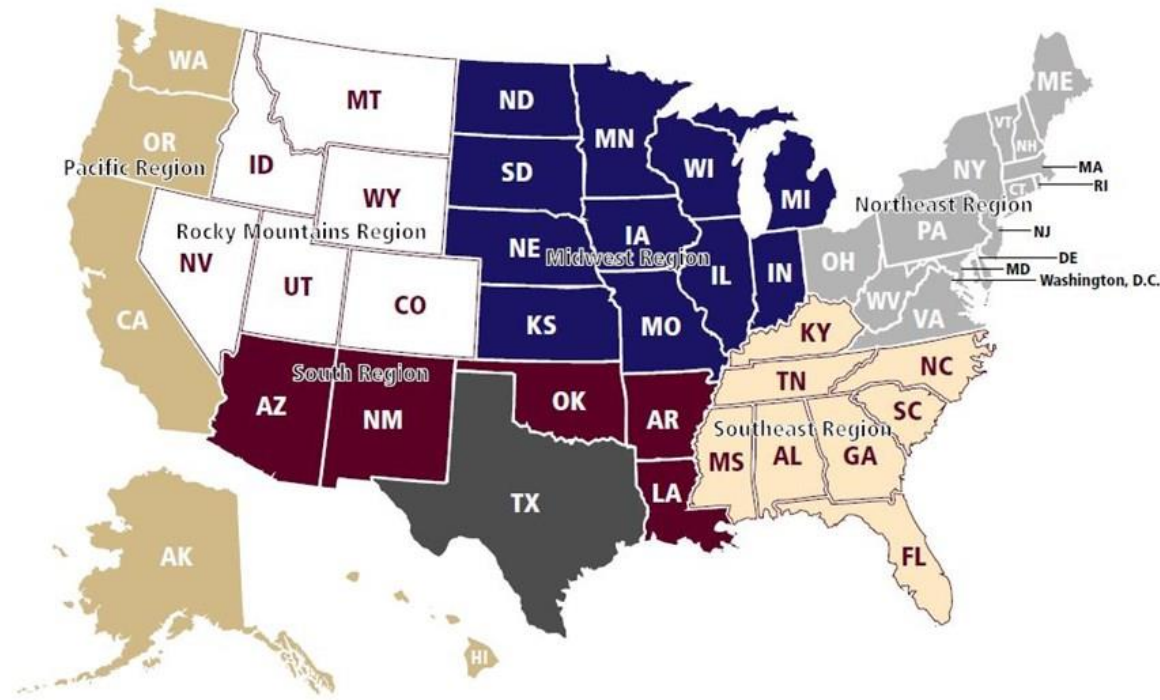
- Celina and Prosper A&M Club (Collin County)
- Coppell A&M Club (Dallas County)
- Dallas A&M Club (Dallas County)
- Ellis A&M Club (Ellis County)
- Ennis A&M Club (Ellis County)
- Frisco A&M Club (Collin County)
- Grayson County A&M Club (Grayson County)
- Hunt County A&M Club (Hunt County)
- McKinney A&M Club (Collin County)
- Princeton/Farmersville A&M Club (Collin County)
- Rockwall County A&M Club (Rockwall County)

Area 20: Col. (Ret.) Timothy J. Burke '94

- Cypress Valley A&M Club (Cass County)
- Kaufman County A&M Club (Kaufman County)
- Lamar County A&M Club (Lamar County)
- Texarkana Area Texas A&M Club (Bowie County)
- Titus County A&M Club (Titus County)
- Van Zandt County A&M Club (Van Zandt County)

National Representatives

National Representatives serve A&M Clubs across six regions of the United States, excluding the state of Texas. The number of representatives per region is based on the number of former students living in the states included within the region. Each region is strategically designed to encompass A&M Clubs in similar parts of the nation, allowing for easier travel and engagement across each region. These areas include:



National Representative Regions:

Pacific Region: Washington, Oregon, California, Alaska, Hawaii

Rocky Mountains Region: Montana, Nevada, Wyoming, Idaho, Utah, Colorado

South Region: Arizona, New Mexico, Oklahoma, Arkansas, Louisiana

Midwest Region: North Dakota, South Dakota, Nebraska, Kansas, Minnesota, Missouri, Iowa, Wisconsin, Indiana, Illinois, Michigan

Northeast Region: Ohio, Pennsylvania, New York, New Jersey, Maryland, Delaware, West Virginia, Rhode Island, Connecticut, Vermont, New Hampshire, Maine, Massachusetts, Virginia, Washington, D.C.

Southeast Region: Florida, Georgia, South Carolina, North Carolina, Kentucky, Tennessee, Alabama, Mississippi

National Representatives (Cont.)

Pacific Region

- Joe R. “J. R.” Edmiston '83, Tacoma, WA
- Jennifer S. Lindsay '88, San Francisco, CA

Rocky Mountain Region

- Sabrina Abbott Byron '01, Salt Lake City, UT

South Region

- Stacy Mueller '97, Phoenix, AZ

Midwest Region

- Daniel H. Foley '02, Carmel, IN
- Paul Aaron Macias '20, Chicago, IL

Northeast Region

- Amber Briggs '11, New York, NY
- Anuththara “Ann” Ratnayake Macy '06, Washington, DC

Southeast Region

- Rebecca S. (Snell) Arbery '01, Cumming, GA
- Teri Lane '91, Crossville, TN

Meet Your Team – Manager of Club Programs and Coordinator of Club Programs



Juliann Miller '21; Manager of Club Programs; JMiller21@AggieNetwork.com; 979-845-7514

Juliann Miller '21 serves as The Association of Former Students' Manager of Club Programs. She works with our A&M Clubs on a wide range of items, including Aggie Muster, away game activities, oversight of new Club charters and annual paperwork required by all A&M Clubs and in-person and virtual trainings for Club Presidents.

Our goal is to help A&M Clubs assess existing engagement strategies, recommend new and improved initiatives and provide across-the-board support and service. We want to make your job as a volunteer as efficient as possible!

A&M Club Programs Mission Statement:

- A&M Club Programs seeks to advance the mission of The Association of Former Students by training committed volunteers and inspiring former students and friends of Texas A&M to connect to Texas A&M through meaningful experiences that are engaging and lead to deeper connections within their specific communities.

Meet Your Team – Manager of Club Programs and Coordinator of Club Programs (Cont.)



Nathan Drain '23; Coordinator of Club Programs; NDrain23@AggieNetwork.com; 979-845-7514

Nathan Drain '23 serves as The Association of Former Students' Coordinator of Club Programs. He works with our A&M Clubs on a wide range of items, including Coach's Night, management of President's Night/Lunch events and is the primary liaison to Houston, Dallas, Fort Worth-Tarrant County, San Antonio, Capital City and Brazos County A&M Clubs as well as all A&M Clubs within a 100-mile vicinity of the six listed.

Our goal is to help A&M Clubs assess existing engagement strategies, recommend new and improved initiatives and provide across-the-board support and service. We want to make your job as a volunteer as efficient as possible!

A&M Club Programs Mission Statement:

- A&M Club Programs seeks to advance the mission of The Association of Former Students by training committed volunteers and inspiring former students and friends of Texas A&M to connect to Texas A&M through meaningful experiences that are engaging and lead to deeper connections within their specific communities.

Training Complete

Whoop! You have completed the Gold A&M Club Training. Thank you for your time and effort in support of the Aggie Network!

ACTION ITEM: Please complete the linked survey to acknowledge completion of this training.