



ALUMNI PROGRAM TASK FORCE

DGT Alumni Association, Inc. – April, 2018

ABSTRACT

A task force of DGT alumni recommends a set of discreet yet synergistic short-term projects to continue to build a more meaningful program of activities interconnecting and engaging DGT alumni living in the New York City Metropolitan Area, elsewhere in the US, and internationally.

Gil Gerald

Task Force Chair

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Alumni Program Task Force: Acknowledgments

This report was made possible through the volunteered efforts of eleven DGT Alumni Association (DGT) members. This group included individuals attending or completing undergraduate programs at Pratt Institute between 1950 and 2016, in the schools of Architecture, Art and Design, and Engineering. It is inclusive of men and women living among five states – Alaska, Florida, New York, New Jersey, and Texas. The group includes one or more individuals who pledged Tau Delta Phi-Tau Sigma, Delta Gamma Theta, or joined via the Gallery House Program. Task Force members participated in one or more Alumni Program Task Force activities, including participating in video conference calls, providing written commentary and reviewing materials provided in advance of online meetings or leading up to this final report.

Harold Bernstein (Architecture, 1990) TX
Lance Bottari (Mechanical Engineering, 1973) FL
Ike Cheung (Architecture, 1991) NY
Chris Duggan (Illustration) NY
Tom Fiorella (Industrial Engineering, 1974) NY
Rod Finkle (Industrial Design, 1955) AK
Gil Gerald (Architecture, 1974) NY
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Anne Marie Michael (Architecture, 1981) NJ
Alexa Telano (Fine Arts, 2016) NY
Tom Wong (Mechanical Engineering, 1984) NJ

Executive Summary

In January, 2017, during the Annual Meeting of the DGT Alumni Association, then President Gil Gerald proposed the formation of an Alumni Program Task Force to develop a more meaningful program for DGT Alumni, inclusive of members who became engaged during variously named organizational and program incarnations such as Tau Delta Phi-Tau Sigma, Delta Gamma Theta and most recently, Gallery House. Various surveys and feedback mechanisms conducted as part of strategic planning in 2013, or subsequently, revealed interest among alumni in a number of program activities to be carried out at the House as well as interest in activities that would engage members living away from the New York City Metropolitan Area, including persons living outside of the U.S. The growth in active membership – dues paying members – was lagging behind the target numbers anticipated in the 2014 – 2018 Five Year Strategic Plan. An important consideration in calling for the development of the Task Force was the fact that volunteering members who succeeded in stabilizing the organization out of a period of crisis where small in number and overburdened. The vision for the future calls for increased involvement. This is not only desired but also imperative if the mission and vision of DGT Alumni Association are to be fulfilled.

The Alumni Program Task Force focused their efforts on reviewing the program and activities in place, determining criteria that would help prioritize short term projects, coming up with additional ideas, and then proposing a list of five cross-pollinating/ synergistic projects. From the standpoint of a governing set of criteria, the task force prioritized projects, activities and the use of tools seen as helpful to: 1) increase and improve communication among members; and 2) getting more people participating in the organization. The project also incorporates evident interest among in being connected and re-connected and in the preservation and display of the history and historical artifacts that recall their own valued and memorable experience as undergraduate students at Pratt. The Task Force recommended the pursuit of a specific set of objectives and activities, described in the included Work Plan starting on Page 14. These objectives and activities are organized under the following five goals:

1. DGT's member list and member contact information is continually available and easily accessible for use by members
2. DGT members are continually engaged with activities at the house through live video streaming
3. DGT's website becomes a more useful and valuable tool for members in their pursuit of the mission and vision of the organization
4. Regional, out-of-state, and Clinton Hill-based member get-togethers and reunions, virtual and real, become a more frequent occurrence
5. DGT recovers missing names and contact information for its members

In addition to the priority objectives to be pursued under these five goals, the Alumni Program Task Force made a series of recommendations that should be carried out under existing program activities. Namely these are:

- Through consultations and sharing of information, the Gallery House program should explore use or adaptation of strategies successfully employed in the past to support recruitment of undergraduates.
- Alumni Day and other reunion planning should provide for the display and collection of memorabilia during alumni reunions at the House.
- The organization should continue the Alumni Task Force to advise, monitor and evaluate the implementation of the recommendations of this report.

Introduction

Background

The Task Force and its report and recommendations come into play in the final year of the five year 2014-2018 Strategic Plan. This Plan had four core strategies, with the fourth one being to “dramatically increase the number and active involvement of our members.” The expanded language for this strategy is:

“We will develop an alumni program that is engaging, fun and accessible for members near and afar. We will use online technologies and strategies, such as e-letters, teleconferencing, a website and social networking to engage members in programs and social and professional activities. We will develop and implement a calendar of social and professional networking events at various times during the year that appeals to those who can travel occasionally to Brooklyn, and also appeals to those who are able to be present two or more times during year.”

Four years into the five-year plan, the number of active, dues-paying, members, grew from fourteen in January 2014, to 50 in January 2017. Closer to 200 members by January 2018 was the ambitious goal set forth in the Plan. It also became clear in implementing the Plan that missing is a set of strategies for engaging members, even many in the New York Metropolitan Region, who do not live in reasonable driving distance to the DGT house on Clinton Hill, in Brooklyn, NY.

Strategic Plan

A core group of seven individuals, including newly elected DGT officers, met over the course of a year in 2013 to develop, for the first time ever, a strategic plan for the future of the organization. As part of this effort new mission and vision statements were developed. These statements, which follow, provide foundational guidance in planning for DGT Alumni Association, Inc.

Mission and Vision

The mission of the DGT Alumni Association is to promote fellowship and individual creativity among creative professionals, through leadership and professional development, through networking, and through activities that benefit the local community.

We envision educational programs and activities, attracting Pratt Institute undergraduates, with high scholastic grades, who seek leadership development, assembling an impressive portfolio, career related networking, and other activities and benefits aimed at increasing their pathway to professional success.

We envision a network of Pratt Alumni who are engaged as active members of our association, supporting educational and other philanthropic activities, and sustaining and benefiting from lifelong professional and friendship bonds, as well

as from activities that nurture and support their continued professional advancement.

We envision a close and ongoing relationship with Pratt Institute and the Pratt community, whereby we jointly bring to bear internally and externally available resources for programs and activities that support the missions of both organizations and that enhance local community life.

Alumni Input 2013 Through 2016

Since 2013, DGT Alumni Association has sought and received input from its network of members around the globe regarding what can and should be done programmatically for alumni. Formal and informal mechanisms have been employed. These include a survey of alumni in 2013 as part of an internal and external scans to support planning. Following the adoption of the Five-year Strategic Plan in January 2014, an Alumni Task Force was formed to interpret the implications of Strategy #4 in developing a program plan for restoration and renovation work to be performed on the property at 272 Clinton Ave. This group was charged with developing a communication's plan and to identify uses of the house for alumni activities. Finally, a brief survey was posted in 2016 within the DGT Alumni Association's closed Facebook group.

2013 Survey

In 2013 a survey was sent to Pratt students, DGT alumni and other stakeholders. The survey was sent to 79 alumni for whom DGT Alumni Association had an email address. DGT received 32 completed surveys out of the 79 alumni on the mailing list. This resulted in a 41% response rate for the DGT Alumni subset. Respondents included DGT alumni who were undergraduate members in the 1950s, 1960s, 1970s, 1980s, 1990s, and early 2000s. The survey asked how likely or unlikely will the following engage you or your organization with our association? The top 10 out of 21 choices were:

1. E-letter communications with alumni members (90.3%)
2. Reunions for alumni members (80.6%)
3. Professional and career related networking (77.4%)
4. Pratt Alumni Day receptions at the Clinton Ave. brownstone (67.7%)
5. Recreational or educational group excursions and retreats for alumni (64.5%)
6. A scholarship program for Pratt undergraduates (58.1%)
7. Professional networking and coaching to assist undergraduates in career advancement and placement (54.8%)
8. Historic restoration of the parlor floor and use for small receptions or neighborhood meetings (54.8%)
9. Career related internships for undergraduate, facilitated by alumni members (48.4%)
10. A neighborhood galley, run by undergraduate interns and featuring their work (48.4%)

In terms of other suggestions or in commentary, respondents among DGT alumni were clear about concerns related to living in geographic locations away from Brooklyn. “Living in Anchorage, Alaska, unfortunately I’m not readily available to participate in (Pratt) Institute or community activities.” “I’m a long way from Brooklyn...most activities are not likely to attract my attention or participation.” “Not sure how to do it, but brothers who live outside of the area need to be engaged in the whole process. I currently live part-time out of the NY area but would like to help if I can.”

2014 Task Force Work to Support Strategic Plan Implementation

In 2014 an Alumni Task Force indicated that any design work for restoration or renovation needed to respond to the following uses by DGT Alumni:

1. Reunions
2. Storage and Display of historical artifacts (e.g. plaques)
3. Preservation of ‘Bolero Area’ in the cellar

2016 Brief Survey

Just under 100 DGT Alumni are members of the DGT Closed Group on Facebook. In 2016 a brief survey was posted asking members to rate several suggestions. The number of respondents was low but still represents some qualitative information to consider. Three quarters (75%) or more of the eight respondents said they were ‘somewhat or definitely’ interested in Feature News Articles, Gallery Exhibits featuring works and presentations by DGT Alumni, Reunions (e.g. by pledge year, graduation year, or induction year), and backyard reunions.

Task Force Process

The plan for the Alumni Program Task Force’s process was to have three online meetings lasting no more than 90 minutes each and followed by member review and commentary on the resulting draft plan to be submitted to the membership. The first meeting was held on Thursday, May 11, 2017. Its stated goal was to review the current status of the DGT Alumni Program, current and proposed ideas, and to develop criteria for pairing down the list to a realistic set of priority ideas for the short term. Meeting number two meeting was held on June 15, 2017, and its stated goal was “using criteria developed during the previous meeting, pare down ideas, including new ones, to a realist set of priority ideas to be developed and implemented over the next 24 months. The third meeting was envisioned as serving the purpose of developing a work plan. Gil Gerald, Chair, developed a proposed logical work plan for the criteria and priority ideas that emerged from the first two meetings and provided it to the Alumni Program Task Force as part of a draft of the report on its recommendations. Group consensus was agreed to as the process to be followed by the Task Force.

Current Program and Future Direction

Current Program

DGT's current alumni program is as follows:

- Social Events at the House
 - **BBQs** – Following quarterly meetings, which are held on the last Saturday of January, April, July and October, in good weather, a BBQ event is planned, or indoor food and refreshments are served if the weather is not conducive to outdoor activities. When held these have generally attracted the seven or so members who attend the meetings in person.
 - **Alumni Day and Annual DGT Alumni Exhibit** – These are scheduled in coordination with Pratt Alumni and Reunion Day, usually occurring in September of each year. These have had mixed success, with the largest turnout taking place in September 2013. There appears to be a relationship between the success of Pratt Alumni Day and turnout, with lower turnout to the main events on campus being reflected in turnout. The Exhibit was added in 2016, and carried out again in 2017.
 - **Thanksgiving Dinner** – A pot-luck Thanksgiving Dinner is usually scheduled on the weekend prior to Thanksgiving, attracting up to about a dozen members, including family of members. The turkey and fixings are on the House.
- Use of Social Media, E-Letter, and Website
 - Facebook Closed Group and Facebook Page – DGT's closed group has approximately 100 members, and the most popular posts register as having been seen by between forty and forty-five members. A public Facebook DGT Page targets a broader public. Sharing blogs from DGT's website on Facebook is not currently functioning optimally.
 - DGT LinkedIn Groups – There are several accounts targeting DGT members that were created, independent from one another over the past decade. They need to be consolidated into one with members consolidated and registered in one account. A number of individuals who are reached via LinkedIn do not have Facebook accounts.
 - Twitter Account – DGT's Twitter account efficiently shares the blogs on the DGT website and provides exposure to a wider public, including Pratt Twitter accounts electing to follow DGT's Twitter feed.
 - Miscellaneous Gallery House social media accounts, including a Facebook Page and a Gallery House Instagram Account

- A quarterly E-letter, “Connector,” goes out to members, stakeholders and other individuals on DGT’s mailing list.
- DGT’s Website’s key features include several blogs (Updates and Member News), a gallery/portfolio section to showcase the work of DGT Alumni, a members-only login section, a calendar of events, and a section focusing on the Gallery House Program.
- Give Back/Pay Forward Opportunities
 - Donations to DGT Alumni Association and DGT Foundation – In 2017 DGT Alumni contributed the bulk of more than \$2,500 in dues and individual donations.
 - Volunteering – In 2017 countless volunteer hours were provided by a Board of Directors consisting of five individuals. These individuals meet roughly eight times a year on months where decision-making and administrative actions require this. This group manages the timely payment of bills, coordinates with the efforts of a property manager, tracks the organization’s financial position on a monthly basis, as well as ensures that adequate property, liability and officers and directors insurance is maintained. The Board also implements the strategic plan and annual budget, provides for communication via the “Connector” e-letter and via post on social media. This group also provides for timely acknowledgment of gifts and donations, supervises a paid bookkeeper, contracts with a tax accountant to prepare and provide annual tax returns to federal, state and municipal authorities. This already over-burdened group also plans and executes alumni-related events at the House.

Recent DGT alumni, inducted following their internship with Gallery House, provide many volunteer hours of program planning, coaching, mentoring and instruction, and on-campus recruitment activities benefiting interns of the Gallery House Program. A small supplementary stipend is provided and shared among the Lead and Assistant Coaches, of roughly \$100 total for each of 10 group coaching sessions the program provides.

Key Challenges

- Members who live in the New York region are not yet significantly engaged and those who live further away, in other regions and states and countries, indicate that activities are centered at the House and this offers limited benefit or opportunity for them.
- Only a portion, close to 300 individuals, of a much larger but undefined number of members, is captured in the current DGT cloud-based donor data

management software program (member data-base). Only about half of these names have a complete, up-to-date contact information.

Opportunities

Several opportunities surfaced as Task Force members looked at current conditions within the organization. As stated by Bro. Harold Bernstein, Task Force Member, “the space that we are in, compared to seven years ago, when the house was falling apart, has solidified some relationships and brought people back together, and that is what I would like to see continue going forward.”

There was a sense in the group that more effective outreach is needed to engage both new and existing members to enlarge the group involved. “What are we doing to entice new undergraduate members and what are we doing to enrich the experience of visiting the house?” Sis. Ann Marie Michael pointed out that “there are some things we did in the past that may be useful to look at including, on fundraisers. Harold pointed out that a model that was done in the past was raising resources for OXFAM. “We can bring in a new body of people from Pratt.”

The on-site preservation and display of historical artifacts was also identified as an opportunity based on ongoing interests expressed through members returning those in their possession to the House. These include but are not limited to mugs and plaques. “I like the idea about preserving the Bolero Area; it would be nice to have space for plaques and paddles...it would be nice to do this before the reunions...for people to see and for that to give them ideas about additional things they could donate and bring back to the House” (Lance Bottari). Some members may be in possession of artifacts that can now be returned to the House.

A current limitation to storing and displaying artifacts is that a dust and moisture free storage area is not yet available to securely store items and protect them from damage. Curating and cataloging also requires volunteer time, which is now quite limited. However there was a clearly shared sense that a digital realm, as described by Chris Duggan, could be developed for sharing and posting images of these items so that they can be viewed from anywhere, not just the House. It would represent an opportunity for members to contribute to this effort from anywhere.

A current barrier identified by the Task Force is the lack of a searchable data-base or a directory that members can easily access to connect or reconnect with other members. Several ideas were considered, including a document that could be shared online or mailed in the form of directory of members. Conceptually considered also were a listing published in the members only area of the website in which clicking on a name or hovering the cursor over it revealed contact information and even information about that persons peers such as pledge class members. It would advance the identification of missing names as members volunteered to DGT that they did not see the name or names of members they had known. “A list would be good, with name and address and email, and either set it up on a Facebook Page that is private, or set it up as a spreadsheet” said Bro. Lance Bottari.

Task Force members also noted that there is now “increased communication relative to the past, and “we can build on that – there was a period that I was not hearing from anybody but that has now changed... we’ve not stayed in touch as much, and I would like to have more communication with people.”

Reunions and regional and peer-group get-together weekend events away from the City (NY) were seen as an opportunity to be pursued. Folks in other states do not have a sense of whether or not there were other DGT alumni living in their area. Lance Bottari, now retired full-time in the Florida Keys noted that area as a possibility for intentional get away events for DGT alumni that was also relatively affordable.

Another concern expressed was that not only a feasible set of ideas is needed to be put forward, but that also a realistic timeline was needed (Bro. Rod Finkle) to set for ourselves. A continued functioning Alumni Program Task Force was also mentioned as an opportunity, especially one like the current one, which is inter-generational in make-up, bringing together members from pre 1962 Delta Gamma Theta, Tau Delta Phi members from the 1963 to 1988 years, post 1988 Delta Gamma Theta members, and post 2015 Gallery House graduates.

Prioritizing Activities

The 2016 -- 2017 Alumni Program Task Force identified criteria that helped tease out and prioritize recommendations to be put forward. They are as follows:

- The need for better and increased communication among members, and for activities and tools to make that happen
- Focusing Energy on things we can do to involve more alumni and to get more people participating, including undergraduates.
- Synergy or “cross pollination” of ideas and activities—example create a place in the house for historical artifacts but also create a digital realm where all the artifacts can be viewed and organize them by year and make that all part of the alumni website, so that people not only respond to the ‘old stuff’ but also visit the website and get information about what else is happening.

Recommended Projects and Activities

The Alumni Program Task Force came up with five recommendations or proposals, stated below as goals, and further amplified in an included Work Plan (page 14) as a discreet set of objectives and activities under each goal.

Goal #1: DGT Member List and Member Information Easily Accessible to Members

- Make member listing and contact information easily accessible to members to support and increase social and professional networking

Goal #2: Distance Engagement through Live Video-Streaming

- Live video streaming from web-cams installed in the Bar Room, Chapter Room, and Rear Yard of the House

Goal #3: Make the Website a More Valuable Tool

- Overhaul Website to be a more valuable tool for members and non-members
- Improve interface with DGT social media accounts
- Beef up the Gallery to provide for and support professional networking among members and provide added exposure of members to a broader audience of non-members
- Develop or link to a digital gallery of DGT historical artifacts and an archive of digitized historical photos and documents
- In combination with DGT's other digital and non-digital communication strategies and tools, validate and update DGT's history and gaps in that history.
- Provide or link to a listing of all members, active and inactive, with contact and 'family tree' (Little Brother, Little Sister, Big Brother Big Sister) information to support expanded networking and expanded listing of members through a discovery process in which missing names are reported for inclusion.

Goal #4: Regional and Out-of-state Member Get-togethers and Reunions

- Explore and support regional reunions and get-togethers by identifying clusters of members

Goal #5: Recover Missing Names and Contact Information for Members

- Engage in outreach to identify members not yet entered into the data-base through contacts with Tau Delta Phi National Fraternity to identify Tau Sigma members, as well as follow-up work with the Pratt Institute Office of Alumni Relations.

Additional Recommendations

Engage in ongoing promotion of the recommendations of this report.

- Additional alumni and undergraduate volunteers are needed to implement the recommendations contained in this report. Communications in the *Connector* e-letter, and social media sites, as well as one-to-one outreach should be undertaken to develop the needed volunteer workforce.

Explore strategies employed in the past to support recruitment of undergraduates.

- Through consultations and sharing of information, the Gallery House program should explore use or adaptation of strategies successfully employed in the past to support recruitment of undergraduates.

Display and collect memorabilia during alumni reunions at the House.

- Alumni Day and other reunion planning should provide for the display and collection of memorabilia during alumni reunions at the House.

Continue the Alumni Task Force to Advise, Monitor and Evaluate Implementation

- The organization should continue the Alumni Task Force to advise, monitor and evaluate the implementation of the recommendations of this report.

Continue and develop program content within Gallery House about the history of DGT.

- It is important for Gallery House participants to understand the changes that took place over the years—our history—to get to having Gallery House as a program continuing the legacy of Delta Gamma Theta.

Work Plan

Goal #1: DGT Member List and Member Contact Information Easily Accessible to DGT Members			
Objectives	Activities	Target Dates	Key Responsible Member/Group
By (date – end of month #5) DGT Alumni (Delta Gamma Theta, Tau Delta Phi, and Gallery House) will have easy access to a directory of all alumni documented in the DGT data-base, their current contact information, name of big and little bro/sis, and name of fellow class members.	<ul style="list-style-type: none"> Identify lead volunteer for the project who will coordinate his or her activities and those of any required technical support to accomplish the project, as well as report back on the progress of the effort. 	By the end of Month #1	TBA (Task Force? Board?)
	<ul style="list-style-type: none"> Review and recommend specific methods and formats to be employed, such as downloadable directories (PDF), spreadsheets, or webpage within the DGT website, and plan to continuously or periodically update the information. 	By the end of Month #2	TBA
	<ul style="list-style-type: none"> Approval of recommended methods and formats 	By the end of Month #3	TBA (Task Force?)
	<ul style="list-style-type: none"> Develop reports and export data needed to implement recommended methods and formats 	By the end of Month #4	TBA
	<ul style="list-style-type: none"> Engage in and complete work to implement recommended methods and formats. 	By the end of Month #5	TBA
	<ul style="list-style-type: none"> Evaluate methods and formats through user surveys 	By the end of Month #12	TBA

Goal #2: Distance Engagement with Activities at the House Through Live Video Streaming

Objectives	Activities	Target Dates	Key Responsible Member
<p>By (date – end of month #5) DGT Alumni (Delta Gamma Theta, Tau Delta Phi, and Gallery House) will be able to be engaged with activities and events taking place at the house, from remote locations, through live video streaming.</p>	<ul style="list-style-type: none"> Identify lead volunteer for the project who will coordinate his or her activities and those of any required technical support to accomplish the project, as well as report back on the progress of the effort. 	By the end of Month #1	TBA (Task Force? Board?)
	<ul style="list-style-type: none"> Review options and recommend specifications for equipment, methods, installation on site, and interface with the DGT website and social media sites. 	By the end of Month #2	Tom Wong (Volunteered)
	<ul style="list-style-type: none"> Approval of recommended equipment, methods, installation and interface with the DGT website and social media sites 	By the end of Month #3	TBA (Task Force?)
	<ul style="list-style-type: none"> Obtain equipment as specified, including resources for the acquisition 	By the end of Month #4	Tom Wong
	<ul style="list-style-type: none"> Installation as specified, as well as coordination with website developer or technical expert (backend) identified by the Task Force. 	By the end of Month #5	TBA (to be announced)
	<ul style="list-style-type: none"> Evaluate the functioning of the video streaming as an engagement tool for alumni, through user surveys and other feedback. 	By the end of Month #12	TBA (to be announced)

Goal #3: Make DGT's Website a More Valuable Tool for Members and Non-Members

Objectives	Activities	Target Dates	Key Responsible Member
<p>By (date – end of month #5) DGT Alumni (Delta Gamma Theta, Tau Delta Phi, and Gallery House) will be able to be engaged with the organization's activities and with each other through an enhanced website that: (1) more effectively interfaces with social media and DGT social media sites; (2) makes expanded and better use of the Gallery function to feature and connect with members and their artistic, design or business endeavors; (3) provides for the viewing and posting of historical artifacts; (4) provides for easy member access to contact information for fellow members; and serves as a portal for video streaming.</p>	<ul style="list-style-type: none"> • Identify lead volunteer for the project who will coordinate his or her activities and those of any required technical support to accomplish the project, as well as report back on the progress of the effort. • Review options and recommend required changes to website structure and content, including use of links to other apps if any. • Approval of recommended changes to website structure and content, including use of links to other apps if any. • Website development to carry out approved changes to website structure and content. • Develop and publish, on an ongoing basis, website and social media based promotion of the Gallery function, the viewing and posting of historical artifacts, and the availability of contact information for reaching fellow DGT members. • Evaluate the functioning of the enhanced website through user feedback, inclusive of surveys or other feedback methods. 	By the end of Month #1	TBA (Task Force? Board?)
		By the end of Month #2	Chris Duggan (Volunteered)
		By the end of Month #3	TBA (Task Force?)
		By the end of Month #4	Chris Duggan
		By the end of Month #5	TBA (to be announced)
		By the end of Month #12	TBA (to be announced)

Goal #4: DGT Alumni Engage in Organizing Regional and Out-of-state Member Get-togethers and Reunions

Objectives	Activities	Target Dates	Key Responsible Member
<p>By (date – end of month #5) DGT Alumni (Delta Gamma Theta, Tau Delta Phi, and Gallery House) will have organized and easily accessible information and resources to support their interest, desire and efforts to organize and conduct, where feasible, real or virtual (using video-conference technology) affinity-group gatherings or reunions for recreational, social, professional or other reasons.</p>	<ul style="list-style-type: none"> Identify lead volunteer for the project who will coordinate his or her activities and those of any required technical support to accomplish the project, as well as report back on the progress of the effort. 	By the end of Month #1	TBA (Task Force? Board?)
	<ul style="list-style-type: none"> Research the data-base to identify geographic clusters of DGT members that suggests a potential for gatherings of DGT Alumni and inform each of those members in identified geographic clusters of this potential, including a directory (PDF Document) of individuals currently identified as being in their cluster. 	By the end of Month #2	TBA
	<ul style="list-style-type: none"> Meet with Staff of the Office of Alumni Relations at Pratt to develop a plan for coordinating the engagement of DGT alumni as an affinity group to be included in their regional reunions, thus setting up a reunion within a reunion. An outcome of the collaboration may also help DGT identify and locate its members over time. 	By the end of Month #3	TBA
	<ul style="list-style-type: none"> Develop a schedule for Pledge Class/Gallery House reunions for Alumni Day of each of the next five years, to support ongoing research efforts to identify and contact each member of each class, early, and provide for advance DGT and personal planning to engage alumni in attending the reunion in person or virtually. 	By the end of Month #4	TBA
	<ul style="list-style-type: none"> Develop and publish website content and social media content, on an ongoing basis, to promote the organizing and attendance at reunions and 	By the end of Month #5	TBA

Goal #4: DGT Alumni Engage in Organizing Regional and Out-of-state Member Get-togethers and Reunions

Objectives	Activities	Target Dates	Key Responsible Member
	<p>gatherings planned by members or organized by the Alumni Relations in coordination with DGT.</p> <ul style="list-style-type: none">• Evaluate for response by the membership on annual basis.	By the end of Month #12	TBA

Goal #5: Recover Missing Names and Contact Information for Members

Objectives	Activities	Target Dates	Key Responsible Member
<p>By (date – end of month #5) DGT Alumni (Delta Gamma Theta, Tau Delta Phi, and Gallery House) will have doubled the size of the Data-base of members, from its current total of XXX to a total of XXX, and doubled the number of members for whom there is contact information, from XXX to XXX.</p>	<ul style="list-style-type: none"> Identify lead volunteer for the project who will coordinate his or her activities and those of any required technical support to accomplish the project, as well as report back on the progress of the effort. 	By the end of Month #1	TBA (Task Force? Board?)
	<ul style="list-style-type: none"> Review historical materials containing lists of members that are on hand, including some received in the past year, to determine if the names contained have all been entered into the data-base. Put out a call to members to provide a listing of their pledge class members, big brother/big sister and little brother/little sister. Enter missing data. 	By the end of Month #2	TBA
	<ul style="list-style-type: none"> Meet with Staff of the Office of Alumni Relations at Pratt to develop and plan implement a Plan to identify and contact DGT members missing in our data-base, and contact members who are in our data-base for whom the Alumni Office may have contact information. 	By the end of Month #3	TBA
	<ul style="list-style-type: none"> Engage in online searches for records with contact information of members for whom such information is missing in the data-base. 	By the end of Month #4	TBA
	<ul style="list-style-type: none"> Visit and research Pratt Library for archival material relating to Greek Life at Pratt, including old copies of the Agora (Greek Life Yearbook), and identify names of members, inclusive of members who have likely passed away. 	By the end of Month #5	TBA
	<ul style="list-style-type: none"> Evaluate for the achievement of the objective 	By the end of Month #12	TBA