

Faculty Travel to Alumni Chapters

Purpose

- To share resources of Brigham Young University with The Church of Jesus Christ of Latter-day Saints.
- To make faculty available to alumni.
- To aid alumni and friends in their quest for life-long learning.

Eligibility

- Chapters that have returned Chapter Annual Reports for the year are eligible to have BYU Alumni help with some travel costs.
- Priority will be given to those that returned their reports by the due date.
- Chapters will be responsible for any local costs in regard to the faculty member's visit, such as, local transportation, lodging, meals, etc.

Procedure

- The chapter should decide on the approximate date of the event (have several alternative dates as well)
- If possible, the chapter should also have a specific topic or speaker in mind
- The chapter should then contact the BYU Speakers Bureau. Go to: <http://ur.byu.edu/speakersbureau> to plan and submit a request form.
- If needed, Call Julie Hatchett at (801) 422-5789 or email julie_hatchett@byu.edu
- Julie will aid the chapter in finalizing the speaker and the date. She can also be helpful in suggesting speakers that would be best received.
- Julie will then help the faculty arrange and pay for travel from Provo to the chapter area.

Expectations

- This travel is made possible through the BYU Annual Fund. Recognition of that is to be made in all promotion and to those in attendance at the event.
- Because these events will tend to be no charge, efforts should be made to promote the event through existing distribution channels. The Alumni Association will be happy to prepare a flyer and send them in bulk to the chapter. It is preferred that mailings to individual alumni be avoided.
- Chapters from the same geographical area should plan to have back-to-back events with the same faculty member. This will help maximize the travel money we have available.