**MUAA National Board of Directors**

**Frequently Asked Questions**

**How do I handle expenses related to travel for board meetings?**
Board directors are responsible for paying all expenses for travel to Milwaukee for board meetings. For Regional directors only, those expenses (including airfare or mileage up to 300 miles roundtrip) can be donated to the university as a gift. For more detailed information contact Rachelle Shurn at (414) 288-4765 or rachelle.shurn@marquette.edu.

**How is lodging arranged?**
Board directors are responsible for securing their lodging. Many directors choose to secure reservations at the [Ambassador Hotel](#) as they offer free shuttle service to campus and surrounding areas.

**How often does the Board meet and what are the attendance expectations?**
The entire board meets on campus for two days three times per year, October, January and April. Periodic board and committee conference calls are scheduled throughout the year. Directors are expected to participate fully in all board meetings. Full participation in scheduled conference calls is also encouraged as your schedule permits.

**Are directors expected to contribute financially to the university, and at what level?**
The board has an annual goal of achieving 100% giving participation from all directors. The amount of the gift is at the discretion of each director. It’s easy to give to Marquette, [click here](#).

**Is parking available during board meetings?**
Yes, parking is available at no cost to you in Structure 1 located at 749 N. 16th St. or Structure 2 located at 1240 W. Wells St. A parking pass will be mailed to you in late August. Simply display your pass so that it is visible through your front windshield. Parking passes are valid for one year.

**Is my spouse (or guest) able to attend MUAA activities?**
Spouses/guests may attend the Pedro Arrupe mass, reception and dinner (October), a sporting event (if organized) and the Alumni Awards Weekend black-tie dinner (April). There is no cost to you or your spouse/guest. Other MUAA activities are reserved for directors only unless otherwise noted. **If you have additional questions please contact Rachelle Shurn (414) 288-4765 or rachelle.shurn@marquette.edu.**

September 2016