

**Mission Statement**

To give UCLA Extension Interior Design students opportunities to network with each other and with practicing design professionals, and to expose students to real-world aspects of the practice and profession of interior design.

Objective #1

Maintain paid membership in the national ASID organization at 209 and increase paid membership in our student chapter by 20%, totaling 250 students by the year ending 2006.

Strategy 1: Continue to increase awareness of ASID: the mission of the national organization as well as the benefits of student membership

- President to promote membership at each chapter meeting
- Boardmembers who are teaching assistants make class announcements about ASID at the beginning of each quarter
- Faculty advisor and President visit Studio classes at the beginning of each quarter to encourage membership

Strategy 2: Enlist existing members to sign up new members

- All Boardmembers, and especially the Membership Chairman, promote ASID and sign up new members.
- Membership Chairman and Recording Secretary maintain a master list of all student chapter members, including the number of new members signed to date and the breakdown of national vs. student chapter members, and report at each chapter meeting.

Objective #2

Maintain attendance at meetings and events at 25-30 or more.

Strategy 1: Continue to plan interesting monthly meetings to entice new members

- Solicit ideas from members during meetings: Are they interning or working with designers or industry professionals who might speak to the group? Are there particular topics they are interested in exploring?
- Faculty advisor contact the UCLA Extension Interior Design Alumni Association, whose mission includes mentoring current students, for speakers
- Liaise with ASID LA Chapter industry partners for speakers

Strategy 2: Publicize activities via multiple avenues

- PR & Graphics Chairmen create flyers to be posted 2-3 weeks prior to each event
- Recording Secretary ends out Evites and follows up e-mails to member list beginning 2 weeks prior to each event
- PR Chairman ends e-mails to Fundamentals and History instructors to announce to class
- President and PR continue to update website regularly

Objective #3

Continue to improve communication with the ASID LA Chapter.

Strategy 1: Liaison attends monthly professional chapter meetings

- Following each meeting, e-mail meeting highlights to Board; President and PR/webmaster to update website as needed
- Relay important information (e.g., Career Days, scholarships, competitions) to Board and PR Chairman, who updates website, posts flyers and sends out e-mails

Strategy 2: President keep in contact with LA Chapter Student Affairs Chairman and Student Representative to the Board

Strategy 3: All Boardmembers encourage students to work with LA Chapter professionals via the mentoring program, volunteering to work on community projects and at designer show-rooms, etc.

Objective #4

Plan properly for a smooth transition to the new Board in Feb/March 2007.

Strategy 1: All Boardmembers documents and keeps good records of work

- President keeps files on all events, board meetings and chapter activities
- Recording Secretary takes notes of meetings and maintains updated member list
- Treasurer keeps all financial records
- Membership Chairman keeps records of all new members signed up
- Public Relations Chairman keeps files of all publicity and newsletters
- Graphics Chairman keeps files of all posters, flyers and literature created
- All Boardmembers maintain binder of work done and bring it to each meeting

Strategy 2: President reports progress towards stated objectives at the August business meeting and again at the end of the term at the January meeting

Strategy 3: Prepare for year-end elections in January 2007

- During Winter 2006, recruit new leadership via e-mail, posters and e-mail announcements
- All Boardmembers plan for and transition their responsibilities smoothly prior to the end of term on February 28, 2007

Strategy 4: By term-end, have at least three new meeting topics planned for new term