# **Reunion Committee Guide - Executive Summary**

## **Forming the Committee**

It is our hope that all Class Committee Members will serve on the Reunion Committee, and may or may not serve as the chairperson. The Office of Alumni Relations will reach out to current and former University volunteers in each reunion class to request that they serve on the committee. It is also immensely helpful when volunteers make recommendations so that we may engage new volunteers and those who are well connected among classmates. Members of the Reunion Committee are encouraged to personally invite classmates to serve.

#### **Volunteer Training**

In early 2021, all reunion volunteers will be sent the Reunion Guide that explains the reunion process and provides details about Fall Homecoming 2021.

#### **Reunion Conference Calls**

Each committee will hold an individual video conference with staff from University Relations to review Homecoming plans and discuss plans for outreach to classmates.

### **Responsibilities of the Committee**

- Review reunion training materials prior to the conference call.
- Participate in the conference call to review reunion plans and determine a communication plan.
- Through reunion communications, encourage classmates to make a reunion gift.
- Contact classmates via phone, email, social media to encourage Homecoming attendance.

#### **Reunion Plans**

Beginning in 2015, the University moved to a model in which all campus reunion parties are held at the same time and at the same ticket price. In 2019 we took this a step further by holding all class reunions on campus in private tents, in conjunction with the Homecoming Picnic. Based on positive feedback, we will continue this model in 2021. Reunion tickets will be the same price as the Picnic (anticipated: \$20 per person, \$8 for children). Reunion attendees will have access to a bar, and be given two drink tickets. Additional drink tickets will be sold for \$2 per drink. The Decade Parties will occur in the tents following the reunions.

#### **Homecoming Date**

The Homecoming date for 2021 is Oct. 15-17.