



LAWRENCE UNIVERSITY  
APPLETON, WISCONSIN

# Overview of Reunion Committee Planning Calendar

- September – Reunion Workshop Session #1: Class Gift
- October – Giving Day and Reunion Workshop Session #2: Communications
- November – Reunion Workshop Session #3: Programming
- December – Alumni College and Alumni Recital nominations due
- January – Your Reunion year is here; finalize class program offerings
- February – Develop faculty invite plan
- March – Ramp up communications: registration opens next month!
- April – Registration opens
- May – Continued registration promotions; finalize plans for the BEST REUNION EVER
- June – REUNION!

## Tasks to be assigned for Reunion 2024

### Programming

- Dinner Program
  - Emcee(s) \_\_\_\_\_
  - Additional speakers \_\_\_\_\_
  - Invocation \_\_\_\_\_
  - Slideshow \_\_\_\_\_
  - Activities/games \_\_\_\_\_
  - Faculty invites \_\_\_\_\_
  
- Class Specific Programming \_\_\_\_\_
  
- Class Gift Presenter(s) \_\_\_\_\_

### Hospitality

- Social Headquarters
  - Decorating \_\_\_\_\_
  - Staffing \_\_\_\_\_
  - Beverage/Snacks \_\_\_\_\_
  - Programming \_\_\_\_\_
  - Clean Up (required) \_\_\_\_\_
  - Promotions \_\_\_\_\_



- Cmt. Member Name \_\_\_\_\_ # of Classmates Selected **XX**
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**Additional Needs**

*\*Committee members OR help us identify classmates*

- Alumni College Presenters \_\_\_\_\_  
*\*Suggestions for classmate/current or former faculty Alumni College presenters*
  
- Alumni Recital Performers \_\_\_\_\_  
*\*Suggestions for Alumni Recital performers*
  
- Alumni of Color Reception Advocates \_\_\_\_\_  
*\*Attend Alumni of Color Reception and encourage classmates to join*
  
- LUBAN (Lawrence University Black Alumni Network) \_\_\_\_\_  
 Reception Advocates -  
*\*Attend LUBAN Reception and encourage classmates to join*
  
- Reflections of Gratitude and Remembrance \_\_\_\_\_  
 Advocates/Program Leads  
*\*Attend Sunday morning service and encourage classmates to join*