

10 Habits of a Successful Class Committee

- **Meet regularly**
Most committees meet monthly via teleconference, but the best committees are those that keep in touch with each other and their staff liaison between meetings, working on projects to keep the ball moving, brainstorming ideas, etc. It will be important for your committee to determine the best way for you to keep in touch and to do so often.
- **Step Up**
Committees need leaders. Great committees are made up of people who are not afraid to raise their hands. Be honest with yourself and your staff liaison about the time you can commit and when the opportunity arises to use your talents, step up. Whether you are a great writer, you enjoy social networking, you can research lost classmates online, like to fundraise, etc. your committee needs your leadership.
- **Have Fun!**
Committee meetings and outreach to classmates should be fun! Plan a trip back to campus for your committee, share memories and stories from classmates during your committee meetings. As a member of your class committee, Reunion begins when you make your first phone call, not in June. When class committees have fun it shows and it makes other alumni want to join them at Reunion.
- **Learn from the Past**
Think back to past reunions, what worked for your class, what didn't? How many people have attended in the past, why or why not? Also, ask your staff liaison what other classes have done in the past to get their classmates back to campus.
- **Be Competitive**
How many alumni attended your last Reunion? How many attended from the class ahead of yours? How much money did other 10, 20 or 50 year classes raise? Have a sense of friendly competition, it just may be the motivation your committee needs.
- **Celebrate Yourself**
Reunion is all about marking a milestone and reflecting on the past. Create communications, dinner programs and other projects with this in mind. We all have such busy lives. Give your classmates a gift by helping them reflect and remember.
- **Make Reunion Your Own**
During Reunion Weekend, 10 classes will celebrate reunion. The Alumni Office plans events for each class, but it's the job of your committee to put on the special touches. Whether you plan a separate event, compile a CD of songs from your era or invite a beloved faculty member to your dinner you need to find ways to make reunion special for your class, and then use that to entice people to attend.
- **Reunion before Reunion**

Get together with your classmates at a regional alumni event, or plan an informal dinner or cocktails on your own. Start the reunion before the reunion and get those classmates to help you with your outreach efforts.

- **Don't Give Up**

The best committees are those that aren't afraid to do a little arm twisting. Classmates telling you they aren't planning to attend? Help them realize that reunion won't be the same unless everyone is there, including them. Sometimes this means finding classmates who were leaders of a particular group to help the committee – basketball captain calls up her teammates, ROTC commander sends a call to arms. It is the job of the committee to facilitate these types of communication and the Alumni Office is here to help.

- **Don't Take On Too Much**

You want your Reunion to be a success, but be careful not to take on more than your committee can handle. Your number one goal is to get alumni back to campus for Reunion. Make sure your efforts are directed towards this goal, and not on planning extraneous events.