# WAGNER COLLEGE

**ALUMNI ASSOCIATION** 

# Wagner College Alumni Association

## Overview of Wagner College Alumni Association

#### **Alumni Association**

The Wagner College Alumni Association represents more than 27,000 alumni and friends living throughout the U.S. and in 61 countries worldwide. All graduates and individuals who attended the College (completed a minimum of 12 credits, or its equivalent) are automatically a member of the Wagner College Alumni Association.

The Alumni Association connects and engages the diverse talents and intellectual capital of its alumni. We help to create lifelong friendships, provide career connections, pave the way for future generations, increase Wagner's national reputation, and build pride and spirit for your alma mater. From reunions to regional events to affinity events and networking opportunities, the association plans more than 20 events every year. The Alumni Association strives to keep alumni connected in person and online through assorted programs and services.

### The Office of Alumni Relations (OAR)

The Office of Alumni Relations, in collaboration with the Wagner College Alumni Association, seeks to engage all Wagner alumni in a mutually beneficial, lifelong connection to each other and the College, and encourage alumni support to advance Wagner's eminence for future generations. We strive to always connect, engage, support, and celebrate the graduates of Wagner College.

The Office of Alumni Relations is a point of contact for Wagner College Alumni. Through us, they stay connected to each other, faculty, staff and current students.

# Association Events during the Fiscal Year

The Office of Alumni Relations plans and coordinates the event programming for the Alumni Association, held during the fiscal year, which runs from September 1 to August 31. OAR events are confirmed at the discretion of the Director of Alumni Relations and the Senior Leadership Team at Wagner College.

#### Events Planned Outside of OAR

OAR holds event programming throughout the year that all alumni and friends are welcome to attend. However, Wagner alumni can plan their own events (on or off campus) and will be fully responsible for such events. They will need to coordinate the following:

# On or Off Campus Events:

- Booking the venue or reservation
- Confirming vendors and logistics
- Coordinate catering, attendees, and billing

If alumni host their own event, they may reach out to the Office of Alumni Relations to inquire on how to hold to do so.

For alumni event requests on-campus, OAR can connect you with the appropriate department to plan your event. The department will handle booking space and catering can be involved. The event would require Special Event insurance. This can be purchased through Wagner's broker EIIA at <a href="https://www.eiia.org/special-events-on-campus/">https://www.eiia.org/special-events-on-campus/</a>. There are typically discount facility rentals available for alumni, which includes the physical space.

The Office of Alumni Relations will help to provide the following:

- Promote the event on your behalf by listing it on the event calendar website, send emails, and post on social media.
- After the event, we can post your photos on our social media platforms and share the news.
- If requested, OAR can provide the list of alumni to invite, provided a volunteer confidentially agreement form is signed.

If alumni are holding an event off-campus and would like to inform of us the gathering or would like to hold a Donor Sponsored Event, please reach out to us!

OAR asks that events held on or off campus be submitted at least three months in advance to ensure adequate time to promote and advertise.

#### Requests around Signature Events

Any request made outside of the Office of Alumni Relations for an event held during a signature event (i.e. Wagner Weekend) will be subject to denial. Our programming for signature events are set well in advance in the fiscal year.

Wagner College reserves the right to book all event spaces and catering for Wagner Weekend on campus for our programming. Any external requests made may not be approved as our spaces, catering, and logistics are designated for Wagner Weekend programming. Tailgating and tent rentals on campus is prohibited during Wagner Weekend.

#### Requests around Private Social Parties

Wagner College prohibits booking private social parties, like birthdays, weddings, etc, on campus.