Alumnae Leadership Council
Wellesley College Alumnae Association
October 15-16, 2016
Welcome

WELCOME!

On behalf of the Wellesley College Alumnae Association (WCAA) and our College partners, especially the Office of the President, Resources, Admission, Career Education, Library and Technology Services, and the Provost, I am delighted to welcome you back to campus for the 93rd annual Alumnae Leadership Council (ALC).

The mission of WCAA's annual Alumnae Leadership Council (ALC) is to convene key alumnae volunteers in order to pursue the following goals:

- To promote the WCAA mission, and to learn and integrate best practices for engaging our broad alumnae constituency
- To strengthen participants' connection to the College and to each other
- To provide training for specific volunteer leadership positions
- To express the WCAA’s appreciation for the contributions of time and talent of our wonderful alumnae volunteer leaders

As our most dedicated volunteers, ALC participants leave the conference as the vanguard of the WCAA, inspired and energized, ready to engender their love of Wellesley in their fellow alumnae and cultivate future volunteer leaders.

I am sure it will be a wonderful weekend. Again, on behalf of the WCAA and the College, I thank you for all you do for Wellesley. I am so looking forward to this time together.

Warmly,

Missy Siner Shea ’89
Executive Director
Wellesley College Alumnae Association
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**Download the ALC 2016 mobile app!** We strongly encourage you to download our free mobile guide to enhance your ALC experience. The app is compatible with iPhones, iPads, and Android devices. Go to your mobile device’s app store and search for “Wellesley College”. Once you have downloaded the app, **scan the image below to download the ALC 2016 guide.**

![QR Code]

**Stay Connected!**

Please engage with us this weekend on social media! Use the hashtag #WellesleyALC.

[@WellesleyAlums](https://twitter.com/WellesleyAlums)  [WellesleyAlums](https://instagram.com/WellesleyAlums)  [wellesleyalums](https://facebook.com/wellesleyalums)
## Saturday Session Overview

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:15 am –</td>
<td><strong>Registration</strong></td>
<td>Anderson Forum, Lulu Chow Wang Campus Center, 2nd Floor</td>
</tr>
<tr>
<td>1:00 pm</td>
<td></td>
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</tr>
<tr>
<td>9:30 –</td>
<td><strong>Alumni Magnet/My Wellesley Community Training (optional)</strong></td>
<td>Knapp Computer Lab, Clapp Library, 1st Floor</td>
</tr>
<tr>
<td>10:30 am</td>
<td>(Space is limited. Pre-registration is required.)</td>
<td></td>
</tr>
<tr>
<td>10:00 –</td>
<td><strong>Volunteer Campaigns Portal Training (optional)</strong></td>
<td>Pendleton East 129</td>
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<tr>
<td>11:00 am</td>
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<tr>
<td>11:45 am</td>
<td><strong>Welcome Lunch: President Paula A. Johnson</strong></td>
<td>Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor</td>
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<tr>
<td>1:00 pm</td>
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<tr>
<td>1:30 –</td>
<td><strong>Campus Update - Students: From College Application to Job Application</strong></td>
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<tr>
<td>2:15 pm</td>
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<tr>
<td>2:30 – 3:15 pm</td>
<td><strong>Classes</strong></td>
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<td>Getting to Know You ... Introduction to the Class Executive Board</td>
<td>Pendleton East 239</td>
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<td>2:30 – 4:30 pm</td>
<td><strong>Clubs</strong></td>
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<td>2:30 – 3:30 pm</td>
<td>From Striving to Thriving: What it Takes to Revitalize your Club Founders 126</td>
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<tr>
<td>3:30 – 4:30 pm</td>
<td>Igniting a Spark and Sharing the Flame: Inspiring Volunteer Leaders to Strengthen Your Local Wellesley Community Founders 120</td>
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<td>3:30 – 4:30 pm</td>
<td>Let’s Be Together: The Making of a Mini-Reunion</td>
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<td><strong>Reunion</strong></td>
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<td>2:30 – 3:45 pm</td>
<td>Reunion Weekend Planning 101</td>
<td>Collins Cinema</td>
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<td>3:45 – 4:30 pm</td>
<td>Supporting Admissions through Club Outreach</td>
<td>Founders 126</td>
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<td>3:45 – 4:30 pm</td>
<td>Strength in Inclusion: Expanding Your Club’s Engagement</td>
<td>Founders 120</td>
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<tr>
<td>4:45 – 5:30 pm</td>
<td><strong>Maximizing Your Marketing and Communications Resources</strong></td>
<td>Jewett Auditorium</td>
</tr>
<tr>
<td>5:30 – 6:45 pm</td>
<td><strong>Cocktail Reception hosted by the WCAA and Physical Education, Recreation, Athletics (PERA)</strong></td>
<td>Tent between Alumnae Hall Ballroom and Tishman Commons</td>
</tr>
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<td>7:00 – 9:00 pm</td>
<td><strong>Sed Ministrare Volunteer Award Presentation and Dinner</strong></td>
<td>Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor</td>
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# Sunday Session Overview

<table>
<thead>
<tr>
<th>Time</th>
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<tbody>
<tr>
<td>8:00 – 9:00 am</td>
<td>Networking Breakfast</td>
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<td>Cow Chair Room and Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor</td>
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<tr>
<td>9:00 – 10:00 am</td>
<td>Campaign Update: Cameran Mason ’84</td>
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<td>Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor</td>
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<tr>
<td>10:15 – 11:45 am</td>
<td>Classes</td>
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<tr>
<td>10:15 – 11:15 am</td>
<td>Wellesley Fund/ Gift Planning</td>
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<tr>
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<td>Volunteer Campaigns Portal Training (optional)</td>
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<tr>
<td>10:15 – 11:15 am</td>
<td>Reunion Committee Meetings</td>
</tr>
<tr>
<td>11:30 am – 12:30 pm</td>
<td>Maximizing Membership Using Alumni Magnet</td>
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<tr>
<td>11:30 am – 12:30 pm</td>
<td>Producing a Fabulous Reunion Record Book</td>
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<td>12:00 – 2:00 pm</td>
<td>Working Lunch: Sharing our Successes and Learning from Each Other</td>
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<td>12:00 – 2:00 pm</td>
<td>Reunion Q&amp;A Follow-Up</td>
</tr>
<tr>
<td>12:00 – 2:00 pm</td>
<td>Working Lunch: Reunion Planning</td>
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</tbody>
</table>

Please note: sessions with no group symbols are open to everyone.
Saturday Sessions

9:15 am – 1:00 pm  Registration
Anderson Forum, Lulu Chow Wang Campus Center, 2nd Floor

9:30 – 10:30 am  Alumni Magnet/My Wellesley Community Training (optional)
(Space is limited. Pre-registration is required.)
Come and learn how to use your website to its fullest! We will go over setting up a news article, creating an event with a ticket, managing the RSVP list for that event, adding a photo album and sending a newsletter. We will have time for your questions as well.

Robin Marshall, Web Technology Coordinator, WCAA
Knapp Computer Lab, Clapp Library, 1st Floor

10:00 – 11:00 am  Volunteer Campaigns Portal Training (optional)
For new and returning users, this training will offer an overview of the Wellesley Fund Volunteer Portal and offer ample time for questions and hands-on website use. Please create your account beforehand to increase the efficiency of this session. Your Wellesley Fund liaison will have provided the sign-up information in advance.

Samantha Bailey, Assistant Director of The Wellesley Fund, Wellesley College
Pendleton East 129

10:30 – 11:30 am  Alumni Magnet/My Wellesley Community Training (optional)
(Space is limited. Pre-registration is required.)
Come and learn how to use your website to its fullest! We will go over setting up a news article, creating an event with a ticket, managing the RSVP list for that event, adding a photo album and sending a newsletter. We will have time for your questions as well.

Robin Marshall, Web Technology Coordinator, WCAA
Knapp Computer Lab, Clapp Library, 1st Floor

11:45 am – 1:15 pm  Welcome Lunch
Missy Siner Shea ’89, Executive Director, WCAA
Georgia Murphy Johnson ’75, President, WCAA
Dr. Paula A. Johnson, President, Wellesley College

Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor

Sessions
- Classes
- Clubs
- Reunion
- WF/GP
### Saturday Sessions

<table>
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<th>Time</th>
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</table>
| 1:30 – 2:15 pm| **Campus Update - Students: From College Application to Job Application**
Joy St. John, Dean of Admission and Financial Aid, Wellesley College  
Christine Cruzvergara, Associate Provost & Executive Director for Career Education  
Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor |
| 2:30 – 3:15 pm| **Getting to Know You ... Introduction to the Class Executive Board**
Learn about the foundations of a successful board. In this session, we will define individual officer roles and responsibilities, and cover group expectations including running a successful meeting and ensuring smooth transitions.
M.J. Pullins '94, Assistant Director of Alumnae Engagement, WCAA  
Pendleton East 239 |
| 2:30 – 3:30 pm| **From Striving to Thriving: What it Takes to Revitalize your Club**
This workshop is for smaller or less active clubs who would like to increase member engagement. Topics covered include member communication, board and volunteer recruitment, club goal setting, fundraising, and event programming. Attendees will leave the workshop armed with practical tips and a road map to take their club to the next level!
Lauren Young '99, former President, Wellesley in Coastal and Central Virginia  
Founders 126 |
| 2:30 – 3:30 pm| **Igniting a Spark and Sharing the Flame: Inspiring Volunteer Leaders to Strengthen Your Local Wellesley Community**
Join us for a discussion about building a leadership structure that will help your club grow and thrive. Topics include identifying leaders and inspiring them to get involved; realizing your strengths and knowing when and how to ask for help; responding to the unique needs of your community; engaging members of all ages, interests, and stages; and planning for the future.
Brooke Bryant '03, former President, New York Wellesley Club; 2016 Sed Ministrare Volunteer Award Recipient  
Founders 120 |
2:30 – 3:45 pm  **Reunion Weekend Planning 101**
June will be here before we know it, so let’s get down to business! During this session we’ll get into the specifics that will help your Reunion planning stay on track, organized, on time, and on budget.

*Janet McKeeney ’88, Director of Alumnae Engagement Logistics, WCAA*

*Cindy Tashjian, Assistant Director of Alumnae Engagement, WCAA*

Collins Cinema

2:30 – 4:00 pm  **The Wellesley Fund and Gift Planning: Volunteer Tips and Tricks!**
This interactive session will provide you with helpful tips and tricks relevant to pre- and post-Reunion fundraising. We encourage you to come ready with questions and success stories to share. Experienced and new volunteers alike will have the chance to learn from each other and take their class fundraising to new heights!

*The Wellesley Fund and Gift Planning Staff*

Pendleton East 129

2:30 – 4:30 pm  **Take Note**
Deadlines for class notes looming large? In this session, the editor and senior associate editors of *Wellesley* magazine will share tips and strategies for new class secretaries, from how to gather news about classmates and write a column, to how to handle memorial tributes and photo submissions.

*Alice Hummer, Editor, Wellesley magazine, WCAA*

*Catherine Grace, Sr. Associate Editor, Wellesley magazine, WCAA*

*Lisa Scanlon Mogolov ’99, Sr. Associate Editor, Wellesley magazine, WCAA*

Pendleton East 339

3:30 – 4:30 pm  **Managing the Class Treasury and Finances**
An overview for newly elected class treasurers of managing your class treasury, keeping records, and collecting funds.

*Audrey Wood, Financial Administrator, WCAA*

Pendleton East 251
### Saturday Sessions

#### 3:30 – 4:30 pm

**Let's Be Together: The Making of a Mini-Reunion**

In this session for new class presidents and vice presidents, we discuss using mini-reunions as a tool to connect your class and generate excitement between Reunion cycles. Learn how to promote your events using social media and *My Wellesley Community* and explore webinars as an alternate option to in-person meetings.

*M.J. Pullins '94, Assistant Director of Alumnae Engagement, WCAA*

Pendleton East 239

#### 3:45 – 4:30 pm

**Supporting Admissions through Club Outreach**

The Office of Admission will discuss how your club can assist Wellesley in defining the next generation of Wellesley women, including the recruitment of talented, bright young women through prospective student and yield events, the impact of college fairs, book awards, and the power of alumnae influence. It all makes a difference in a student's decision process.

*Milena Mareva, Associate Director of Admission, Wellesley College*

Founders 126

#### 3:45 – 4:30 pm

**Strength in Inclusion: Expanding Your Club’s Engagement**

Is your club reaching as many alumnae as possible? Can you expand your engagement by targeting segments of your population or offering more diverse programs? Learn how to capitalize on the many facets of your club: young alumnae, professional interest groups, affinity groups and other ways to connect alumnae to one another.

*Pamela “Pamm” McNeil ’82, former President, Wellesley Alumnae of African Descent, Washington Wellesley Club; 2016 Sed Ministrare Volunteer Award Recipient*

*Dolores Arredondo ’95, President, Wellesley Latina Alumnae Network*

*Constance Yee ’82, former President, Wellesley Asian Alumnae Alliance*

*Audrey Henderson MacIsaac ’07, President, New York Wellesley Club*

Founders 120
Saturday Sessions

4:00 – 4:30 pm  
**Eat, Drink, and Be Merry**
Planning events from afar can seem daunting. Please join Janet and Cindy, who will walk you through the steps of planning a successful event for your classmates and you. Reunion volunteers are provided menus of approved campus caterers and approved vendor lists for consideration. Leave ALC feeling accomplished and well on your way to a successful Reunion!

_Janet McKeeney ’88, Director of Alumnae Engagement Logistics, WCAA  
Cindy Tashjian, Assistant Director of Alumnae Engagement, WCAA_

Collins Cinema

4:45 – 5:30 pm  
**Maximizing Your Marketing and Communications Resources**
Did you know that the WCAA has branding guidelines? Or that there are Wellesley photos in an online Flickr album for you to use? Regardless of medium, we can help with your communications strategy and tactics and ensure you are reaching your constituents effectively. Learn about best practices for your website, e-newsletters, and social media and how the WCAA can support you.

_Ilyssa Greene Frey, Director of Communications and Marketing, WCAA_

Jewett Auditorium

5:30 – 6:45 pm  
**Cocktail Reception hosted by the WCAA and Physical Education, Recreation, Athletics (PERA)**
Please join our friends at PERA for a networking reception before we honor this year’s Sed Ministrare Award recipients.

_Tent between Alumnae Hall Ballroom and Tishman Commons_

7:00 – 9:00 pm  
**Sed Ministrare Volunteer Award Presentation and Dinner**
It’s time to relax and honor our Sed Ministrare Volunteer Award recipients: volunteers nominated by their clubs and classes and selected by an alumnae committee for their outstanding leadership, service, and contributions to Wellesley.

_Georgia Murphy Johnson ’75, President, WCAA_

Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor
Sed Ministrare Volunteer Award

The Sed Ministrare Volunteer Award was initiated in 2014 by the WCAA and is given for dedicated volunteer service to Wellesley College. The outstanding efforts of these women fulfill the Alumnae Association’s mission of keeping alumnae connected to one another and to the College. Their service exceptionally embodies our motto, “Non Ministrari sed Ministrare.”

Please join us in congratulating this year’s recipients!

Over the last six years, Brooke has been a volunteer extraordinaire for the New York Wellesley Club. She first served as membership chair, increasing membership by 100% in her first year and a total of 250% by the end of her tenure, and then serving as club president, steering the club to become a model organization that all clubs should strive to emulate. In addition to her club activities, Brooke served as the Durant Chair for her class, applying her organizational and goal-driven talents to form a committee of dedicated volunteers who garnered a total of 19 Durant donors for the class of 2003’s 10th year reunion.

Brooke Bryant ’03

Shortly after moving to France in 1998, Sally joined the Wellesley Club of France. Her involvement, dedication, and interest in serving as a volunteer soon led to positions of leadership, first as club secretary for 10 years, then five years of service as club president. As one club member stated, “As the heart and soul of the Wellesley Club of France, Sally opens her arms to everyone: alumnae, students, faculty and even friends of alumnae, creating a sisterhood of friends and family that make the club a living embodiment of the Wellesley experience.” In addition to serving as a loyal club volunteer, currently Sally is serving as vice president of her class.

Sally Katz ’78

Having served as a president of ETHOS as a student, Pamm continued her volunteer work after graduation in many roles and is one of our very few “trifecta” alumnae volunteers, having served as the president of a club, her class, and a shared interest group (SIG). At her first reunion, Pamm was elected to a five-year term as class president and later often served as her class Wellesley Fund representative. She was elected vice president and then president of two clubs: Wellesley-on-Long Island and the Washington Wellesley Club. Over the past three years, Pamm was the president of Wellesley Alumnae of African Descent (WAAD).

Pamela “Pamm” McNeil ’82
Sunday Sessions

8:00 – 9:00 am  Networking Breakfast ■ ○ ◆ ▲
Cow Chair Room and Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor

9:00 – 10:00 am  Campaign Update ■ ○ ◆ ▲
*Cameran Mason ’84, Vice President of Resources & Public Affairs, Wellesley College
Tishman Commons, Lulu Chow Wang Campus Center, 1st Floor

10:15 – 11:45 am  Best Practices for Classes ■
Got questions? Got answers? This session is for you! Join us as class officers bounce ideas around and share proven practices to help others realize a strong action plan. Mini-reunions, Class Lifetime Memberships, communication plans, board relationships, and more will be explored.
*M.J. Pullins ’94, Assistant Director of Alumnae Engagement, WCAA
Pendleton East 339

10:15 – 11:15 am  From Book Clubs to Blow Outs: Hosting Excellent Events ○
Whether your club tends to gather in smaller groups or you pack them to the rafters every time, come hear two experienced club event planners share their advice, ideas and insight.
*Sally Katz ’78, former President, Wellesley Club of France; 2016 Sed Ministreare Volunteer Award Recipient
*Patricia Mell ’75, President, Chicago Wellesley Club; former President, WAAD
Founders 120

10:15 – 11:15 am  Reunion Committee Meetings ◆
Whether you have already started to plan your Reunion or are just beginning, this is an opportunity to brainstorm with your classmates and lay the groundwork for future planning discussions. All Reunion committee members are welcome.
See page 14 for specific locations

10:15 am – 12:00 pm  Wellesley Fund Staff/Volunteer Meetings ▲
Wellesley Fund staff will be in touch with Wellesley Fund and Durant Volunteers to arrange specific meeting times and places.

Sessions
■ Classes  ○ Clubs  ◆ Reunion  ▲ WF/GP
10:15 – 11:15 am  Producing a Fabulous Reunion Record Book  
In addition to being an excellent engagement tool for increasing participation at Reunion, the Record Book is always a class treasure. This session will cover how to produce the Record Book for your upcoming Reunion, including data collection, design, printing, and promotion.

Ashley Starr, Marketing Communications Manager, WCAA
Ilyssa Greene Frey, Director of Communications and Marketing, WCAA
Founders 317

10:15 – 11:15 am  Volunteer Campaigns Portal Training (optional)  
For new and returning users, this training will offer an overview of the Wellesley Fund Volunteer Portal and offer ample time for questions and hands-on website use. Please create your account beforehand to increase the efficiency of this session. Your Wellesley Fund liaison will have provided the sign-up information in advance.

Samantha Bailey, Assistant Director of The Wellesley Fund, Wellesley College
Pendleton East 129

11:30 am – 12:30 pm  Maximizing Membership Using Alumni Magnet/My Wellesley Community  
Learn how the Washington DC Club doubled their membership in one year using Alumni Magnet/My Wellesley Community and how they use this communication tool in other ways to strengthen their engagement.

Emily Marciniak ’95, Membership Co-Chair, Washington Wellesley Club
Jocelyn Byrne Houle ’90, Membership Co-Chair, Washington Wellesley Club
Founders 120

11:30 am – 12:30 pm  Reunion Q&A Follow-up  
Take a break from your meeting and gather with other committees to share ideas and ask questions. Your WCAA contacts will be available to facilitate committee discussions and address inquiries.

Janet McKeeney ’88, Director of Alumnae Engagement Logistics, WCAA
Cindy Tashjian, Assistant Director of Alumnae Engagement, WCAA
Pendleton East 239
Sunday Sessions

*Boxed lunches for all ALC attendees should be picked up in the foyer of Pendleton East.

12:00 – 2:00 pm  **Classes Working Lunch**  ▲
(WF/GP volunteers are encouraged to join their class meetings. Please note that if your class is not meeting, you are welcome to pick up your lunch and enjoy it on one of the many beautiful spots on campus.)

Please see below for specific Class Meeting locations.

12:45 – 2:00 pm  **Clubs Working Lunch: Sharing our Successes and Learning from Each Other**
Grab your lunch in Pendleton East and join Lesley Robertson ’88, Director of Alumnae Engagement Programs, and Susan Lohin, Director of Special Operations, to share your best ideas and inspirations, and to ask any remaining questions you may have.

    Pendleton Atrium

12:45 – 2:00 pm  **Reunion Working Lunch**  ▲
(WF/GP volunteers are encouraged to join their Reunion committee meetings.)

Please see below for specific Reunion Committee Meeting locations.

2:00 pm  **Alumnae Leadership Council concludes**
Please remember: luggage stored in room 210 of the Lulu Chow Wang Campus Center must be picked up by 2:30 pm.

<table>
<thead>
<tr>
<th>Class Meetings</th>
<th>Reunion Committee Meetings</th>
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<tbody>
<tr>
<td>1951: Green Hall, Newhouse Center Living Room</td>
<td>1947: Pendleton East 251</td>
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<tr>
<td>1956: Green Hall, Newhouse Center 235</td>
<td>1952: Pendleton East 216</td>
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<tr>
<td>1961: Green Hall, Newhouse Center 240</td>
<td>1957: Pendleton East 127</td>
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<tr>
<td>1966: Green Hall 236B</td>
<td>1962: Pendleton East 139</td>
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<tr>
<td>2001: Founders 126</td>
<td>1992: Pendleton East 327A</td>
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<td>2006: Founders 317</td>
<td>1997: Green Hall 136A</td>
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<tr>
<td>2011: Green Hall 338</td>
<td>2002: Green Hall 136B</td>
</tr>
<tr>
<td>2016: Academic Council Room</td>
<td>2007: Green Hall 136C</td>
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<tr>
<td>CE/DS: Green Hall 330</td>
<td>2012: Green Hall 130</td>
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<tr>
<td>Clubs</td>
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<td>Reunion</td>
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<td>WF/GP</td>
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Transportation

Bus Schedule between the VERVE Crowne Plaza - Natick and Wellesley College

Please be aware that transportation is not provided between the College and the hotel throughout the day. Volunteers wishing to return to the hotel outside of the scheduled shuttles will need to make their own transportation arrangements.

<table>
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<tr>
<th>Saturday, October 15</th>
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<tbody>
<tr>
<td>9:00, 10:00, and 11:15 am</td>
<td>The VERVE Crowne Plaza - Natick to Wellesley College</td>
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<td></td>
<td>Buses will depart from the main doors outside the VERVE Crowne Plaza - Natick.</td>
</tr>
<tr>
<td>9:15 pm</td>
<td>Wellesley College to the VERVE Crowne Plaza - Natick</td>
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<tr>
<td></td>
<td>Buses will depart from the main entrance of Alumnae Hall.</td>
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</tbody>
</table>

Delegates who have registered for the afternoon airport buses should bring their luggage to campus on Sunday morning. Secure luggage storage will be available in the Lulu Chow Wang Campus Center, room 210. Other delegates may wish to bring their luggage from the hotel to campus in the morning as well. Transportation will not be provided from campus to the hotel on Sunday afternoon. Please note: all checked luggage must be picked up from room 210 by 2:30 pm.

<table>
<thead>
<tr>
<th>Sunday, October 16</th>
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</thead>
<tbody>
<tr>
<td>7:30 am</td>
<td>The VERVE Crowne Plaza - Natick to Wellesley College</td>
</tr>
<tr>
<td></td>
<td>Buses will depart from the main doors outside the VERVE Crowne Plaza - Natick.</td>
</tr>
<tr>
<td>2:30 pm</td>
<td>Wellesley College to Logan Airport</td>
</tr>
<tr>
<td></td>
<td>Buses will depart from the main entrance of Alumnae Hall.</td>
</tr>
<tr>
<td></td>
<td>(Pre-registration required. For questions please email <a href="mailto:ctashjia@wellesley.edu">ctashjia@wellesley.edu</a>.)</td>
</tr>
</tbody>
</table>

Taxi Requests

Local taxi companies include Wellesley Transportation (781.235.2200) and Veterans Taxi (617.527.0300). Taxi pick-ups from the VERVE Crowne Plaza - Natick may be requested at the hotel's front desk.
Reimbursement Policy

Non-Travel Expenses
During the conference, food and lodging are paid for by the Alumnae Association or the Office for Resources, according to current policies.

Travel Expenses
Official delegates will be reimbursed for travel expenses by the appropriate class or club or, depending on volunteer role, by the Alumnae Association or the Office for Resources.

All requests for travel reimbursement must be submitted with original invoices, receipts, and boarding passes.

Class Officers

Each class pays for the volunteers listed above to travel to and from ALC. Reimbursement is arranged directly with each class treasurer.

Reunion Volunteers

Each class pays for the volunteers listed above to travel to and from ALC. Reimbursement is arranged directly with each class treasurer.

*Attention Classes of 2012 and 2016
The Alumnae Association covers travel expenses for any invited class that has not yet had a Reunion, up to a maximum of $500 per person. Reimbursement requests should be directed to the Alumnae Office, Wellesley College, 106 Central Street, Wellesley, MA 02481-8203. For more information, contact M.J. Pullins at 781.283.2336 or mpullins@wellesley.edu.

Office for Resources Volunteers
Durant Chairs: All 2’s and 7’s + 1968 (not 1967)
Gift Planning Chairs: All years
Senior Gift Committee: 2017
The Office for Resources covers travel expenses up to a maximum of $500 per person for any Resources volunteer listed above. Reimbursement forms should be sent to your staff liaison in the Office for Resources, Wellesley College, 106 Central Street, Wellesley, MA 02481-8203. Call 800.358.3543 for more details.

Club Officers
Presidents, other club delegates
Each club covers the travel costs for its president and/or other delegates to attend ALC. Clubs may send one delegate per 100 alumnae to a maximum of three delegates per club. Travel expenses should be submitted to the respective club treasurer. The Alumnae Association has limited funds to assist clubs in need of financing. Requests for funding must be approved in advance by Lesley Robertson at 781.283.2334 or lrobert3@wellesley.edu.

Others
If you cannot find your volunteer role above and are invited to ALC, please contact the Wellesley College Alumnae Office at alcquestions@wellesley.edu for instructions on reimbursement.
General Information

Office/Building Hours

Office of the Alumnae Association
Green Hall 246
Saturday, 10:00 am – 5:00 pm; Sunday, 8:00 am – 3:00 pm

Lulu Chow Wang Campus Center
Friday and Saturday, 7:00 am – 2:00 am; Sunday, 7:00 am – 12:00 am

Coatroom and Luggage Storage
Lulu Chow Wang Campus Center, 2nd Floor, Room 210
Saturday, 9:15 am – 9:25 pm; Sunday, 7:45 am – 2:30 pm

Bookstore
Lulu Chow Wang Campus Center, 4th Floor
Saturday, 9:00 am – 6:00 pm; Sunday, 10:00 am – 4:00 pm

Margaret Clapp Library
Friday, 8:15 am – 10:00 pm; Saturday, 8:30 am – 7:00 pm; Sunday, 8:30 am – 12:00 am

The Davis Museum and Cultural Center
Friday, Saturday, and Sunday, 11:00 am – 5:00 pm

Margaret C. Ferguson Greenhouses
Daily, 8:00 am – 4:00 pm
The greenhouses are not accessible through the Science Center on Saturday and Sunday. Parking is available in the Grey Lot.

Houghton Chapel
The Chapel will be open for private reflection on Sunday from 7:30 – 8:15 am.

The Wellesley Fund
Green Hall 143
Saturday, 8:00 – 11:45 am; Sunday, 8:00 am – 12:00 pm

Computing Facilities

Lulu Chow Wang Campus Center Café, 2nd Floor
A printer is available in Anderson Forum on the 2nd floor of the Lulu Chow Wang Campus Center for printing boarding passes on Sunday from 10:00 am to 2:30 pm.

Convenient Restrooms
- Clapp Library, in Knapp Media & Technology Center (accessible and changing station available)
- Founders Hall, near rooms 103 and 224
- Green Hall, near rooms 140 (accessible), 252, 348, and 450
- Jewett Arts Center, near auditorium (accessible)
- Lulu Chow Wang Campus Center, 1st, 2nd, and 4th floors (all accessible and changing station available on 1st floor)
- Pendleton Hall East, near rooms 139, 339, and in atrium (accessible)
- Science Center, near rooms L033 (accessible), E100, E200, and E300
Your Alumnae Association

Mission Statement
The mission of the Wellesley College Alumnae Association is to support the institutional priorities of the College by connecting alumnae to the College and to each other. The Association serves as a lifelong resource to alumnae and encourages alumnae to contribute to the continued excellence of the College.

Relationship to the College
The Association is an independent, self-governing organization created by the alumnae of Wellesley College in 1880 and incorporated in 1916. It maintains substantial representation on the Wellesley College Board of Trustees, with four alumnae trustees, a young alumna trustee, and the president of the Association, who serves ex officio and with vote. On administrative and programming fronts, Association volunteers and staff work closely with the Office of Admission, Career Education, Office for Resources, President’s Office, and other College offices.

In 1952, during the 75th Anniversary Fund campaign, the Alumnae Association Board and the Board of Trustees began to rethink the fundraising role of the Association. The decision was made to change the Association’s mission and since then, all fundraising for the College has come through the Office for Resources. The Alumnae Association continues to work closely and has a strong partnership with the Office for Resources as we serve these distinct roles.

Board of Directors 2016–2017

Georgia Murphy Johnson ’75
Eileen Conroy ’75
Maya Greenfield ’04
Lindsey Boylan ’06
Rachel S. Kronenberger ’12
Luisa Bonillas ’94
Helen Hsu ’93
Sarah Jean Kelly ’05
Elizabeth Lee ’97
Ida Liu ’98
Beth McKinnon ’72
Charlayne Murrell-Smith ’73
Mari Myer ’83
Maneesha Patil ’78
Linda Rieke ’59
Pier Rogers ’75
Desiree Urquhart DS ’99
Missy Siner Shea ’89, ex officio
Alice M. Hummer, ex officio

President
Treasurer/Secretary
Chair, Alumnae Admissions Representatives
Chair, The Wellesley Fund
Young Alumnae Director
Board Member
Board Member
Board Member
Board Member
Board Member
Board Member
Board Member
Board Member
Board Member
Executive Director
Editor, Wellesley magazine
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Office of Admission (wellesley.edu/admission)

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