

What is the Alumni Committee?

- The Alumni Committee is made up of at least five members with at least two non-elected members of the Senate chosen from the student body. Our goal is to help student organizations coordinate with the Alumni Engagement and Institutional Advancement offices.

Primary Responsibilities:

- Supporting Alumni Weekend and connecting student organizations with opportunities to network and volunteer at Reunion.
- Answering frequently asked questions about requesting alumni for a student organization event.
- Helping student organizations create well organized plans to meet the 3-week lead time for interest in Alumni Engagement support.
- Being a resource for the Alumni Engagement office for sourcing student volunteers.

When to Involve the Alumni Engagement Office:

- If you are looking to plan an event that involves alumni who were once part of your student organization, are alumni speakers, panelists, or invited guests to your event. The alumni committee at SBA can help you coordinate these events and seek support such as volunteers.

Common Approved Requests for the Alumni Engagement Office:

1. Alumni invitations for events
2. Event registration pages for alumni invited events
3. Small gifts to alumni speakers or panelists at events
4. Event outreach to alumni for events, speakers, or networking opportunities
5. Past alumni membership lists
6. Event consultations for alumni invited events (require 3-week lead time from event)

Further Requests and Events:

- If you are seeking a commonly approved request, please reach out to Sachi Vines and Megan Pierson at alumni@albanylaw.edu for more information. If you are looking to request something that is not on the common approved requests list, please contact Alumni Committee Chair Sarah McDonald at smcdonald@albanylaw.edu.

Funding Caveats

- SBA funding and budget requests are approved at the annual budget meeting at the beginning of the semester.



Albany Law

- For more information on SBA funding, budget requests, and funding approvals please visit: <https://albanylawsba.org/budgeting/>
- If you are planning to solicit sponsorships from outside firms or sources, please contact the IA Team with a detailed list of organizations you have considered asking with notes on how the funding relates to your event 3 weeks in advance. Please contact the office at Alumni@albanylaw.edu.