ALUMNI CHAPTERS

Alumni chapters create opportunities to reunite with former classmates and forge friendships with alumni from many classes. Chapters bring together people with mutual interests and life experiences and encourage strong personal and professional bonds. Chapters also create stronger alliances with the law school, its faculty and students.

To be effective, it is imperative that chapters are under the umbrella of the C|M|LAW Alumni Association, that the Association’s Mission Statement is adopted, that there are leadership positions with definite responsibilities within the chapter, that the chapter events are communicated properly to the alumni, and that all alumni are eligible to be a part of the chapter. It would, of course, be ideal if all chapter members would become members of the Law Alumni Association with full benefits\*, but no alumni should be excluded.

If you are interested in forming a chapter, the first step is to contact the Law Alumni Association’s Executive Director, Mary McKenna, who will determine the number of alumni in the area. Provided there are enough graduates to warrant a chapter, she will then send a notice to alumni in the area of the intent to form a chapter. An organizational meeting will be held and officers will be elected. At the initial meeting the group will determine the type of events that will take place.

Some suggested events:

* Happy hours
* Lectures (possibly by a C|M|LAW faculty member who will be in your area)
* CLE opportunities (video presentations) or lectures by an attorney in your region known for his/her expertise in a specific practice area
* Dinners for special interest groups
* Golf outings
* Theatre evenings
* Any other group activity (sports, books, film, music, etc.)

Chapters should host at least two events per year, and the Law Alumni office must be notified at least 2 months in advance. The chapter responsibilities will be:

* Select a venue and insure its availability for the specific date and time
* Determine the program
* Order food and beverage (if applicable)
* Create an RSVP list
* Collect reservation money
* Make name tags
* Submit details, photos and attendance information to Alumni Office

Once notified of an event, the Alumni Office will:

* Create a website for the chapter
* Post the information on its website, as well as Facebook, Twitter, Linked In, and any other social media available
* Send email invitations and reminders to area alums
* Provide chapter officers with contact information for area alums
* Post pictures and information following the event

Additionally, members of the chapter are encouraged to offer assistance with:

* Student outreach
* Relocation information (both coming and going)
* Participation in admissions
* Mentoring
* Participation in career planning

The Law Alumni Association, together with the admissions dean, will be able to provide guidance in contacting prospective students and encouraging incoming and upper-level students. Many alumni find involvement in admissions, recruitment and retention of students a very rewarding experience.

We wish you well in all you undertake to strengthen bonds between yourselves, the Law Alumni Association and the College of Law.

\*<https://www.law.csuohio.edu/alumnigiving/cmlaa/membership>