Reunion 2009
PLANNING
HANDBOOK
<p>| Page |
|------------------|----------|
| Welcome Back to Carleton                                | 4        |
| Reunion Testimonials                                    | 5        |
| Carleton Reunions at a Glance                           |          |
| Attendance                                               | 6        |
| Giving                                                   | 7        |
| Participation                                            | 8        |
| 2008-2009 Reunion Calendar                              | 9        |
| Communication                                            |          |
| Planning and Outreach Overview                           | 10       |
| Class Letters                                            | 11       |
| Broadcast E-mail                                         | 11       |
| Biographical Questionnaire                               | 11       |
| Class Web Site                                           | 12       |
| Personal Contact Plan                                    | 13       |
| Sample letters and questionnaires                        | 33-42    |
| Planning                                                 |          |
| Alumni Association Awards                                | 14       |
| Program Ideas                                            | 14       |
| Event Planning Sheet                                     | 15       |
| Faculty                                                  | 16       |
| Class Identity Gift                                      | 16       |
| Reunion Weekend                                          |          |
| Lounge Decorations                                       | 17       |
| Class Programs and Social Times                          | 17       |
| Identification of Planners for Next Reunion              | 17       |
| Highlights of Carleton Reunions                          |          |
| Faculty and Alumni Presentations                         | 18       |
| Alumni Art Exhibit                                       | 18       |
| Reunion Common Reading                                   | 18       |
| KRLX D.J.'s                                              | 18       |
| Intergenerational Table Talks                            | 19       |
| Parade of Classes/Convocation                            | 19       |
| Alumni Association Award Recipients                      | 20       |
| Book/CD Signing                                          | 21       |
| Class Photos                                             | 21       |
| Alumni Choir                                             | 21       |
| Religious Services                                       | 21       |
| Carleton Reunion Schedule                                | 22-23    |
| General Reunion Essentials                               |          |
| Check the Carleton Web Site                              | 24       |
| Registration                                             | 24       |
| Getting to Campus                                        | 24       |
| Parking                                                  | 25       |
| Reunion Weekend Housing                                   | 25       |</p>
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Reunion Essentials (cont.)</td>
<td>26</td>
</tr>
<tr>
<td>Class Lounges</td>
<td></td>
</tr>
<tr>
<td>Reunion Weekend Meals</td>
<td>26</td>
</tr>
<tr>
<td>Special Dietary Needs</td>
<td>26</td>
</tr>
<tr>
<td>Greener Carleton Reunion</td>
<td>27</td>
</tr>
<tr>
<td>Special Assistance</td>
<td>27</td>
</tr>
<tr>
<td>Children</td>
<td></td>
</tr>
<tr>
<td>Teen Program</td>
<td>28</td>
</tr>
<tr>
<td>Children’s Program</td>
<td>28</td>
</tr>
<tr>
<td>Babysitters</td>
<td>28</td>
</tr>
<tr>
<td>What the Alumni Affairs Office Provides</td>
<td>29</td>
</tr>
<tr>
<td>Mailings</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td></td>
</tr>
<tr>
<td>Directories</td>
<td></td>
</tr>
<tr>
<td>Ordering</td>
<td></td>
</tr>
<tr>
<td>Student Workers</td>
<td>29</td>
</tr>
<tr>
<td>Ice/Cups/Party Supplies</td>
<td>29</td>
</tr>
<tr>
<td>Balloons</td>
<td>29</td>
</tr>
<tr>
<td>Things to Remember</td>
<td>30</td>
</tr>
<tr>
<td>Questions/Alumni Affairs Office Staff</td>
<td>31</td>
</tr>
</tbody>
</table>
Welcome Back to Carleton!

Thank you for volunteering to plan your next reunion. The Alumni Council and the Alumni Annual Fund Board are grateful for your dedication of time and energy to this weekend.

The Alumni Affairs Office and the Alumni Annual Fund staff look forward to joining you in creating a reunion that strengthens your class ties to the College and to each other, reawakens that part of you and your classmates that remains forever 19, and helps assure the future of Carleton.
REUNION TESTIMONIALS

We had the freedom to enjoy people and great evenings in such a great setting—it was easy to relax and enjoy things because details were taken care of.

Renewing friendships and making new ones was a powerful and wonderful experience.

It was great to see how many students are into public service and how articulate they are about values and commitments.

This weekend was the highlight of my year.

Recalling positive memories helped put negative ones in perspective.

I feel extreme pride in Carleton.

My family loved seeing the beautiful campus and they had a great time!

Overall this was a PERFECT reunion.

Enjoyed class hosts—very hard-working, polite, good-spirited

Loved being in stimulating intellectual environment for the weekend.

Booksigning opportunity with Carleton alumni was great

Good balance of a lot going on, time to socialize and wander around
THE CARLETON REUNION EXPERIENCE

The current Carleton Reunion Program began in August 1995, when pre-reunion classes 1956-1991 came back to Carleton to plan their reunions and the Alumni Annual Fund launched a new reunion giving program. At that first session, more than 100 of your peers helped shape what would become the definition of a successful reunion effort. The components were, and remain:

**Attendance**

One of the most important roles of the committee is to make a concerted effort to contact everyone in the class personally to encourage them to attend reunion. Strong attendance levels strengthen class ties and friendships, and alumni who attend reunion are much more likely to support Carleton and attend Carleton events in the future.

<table>
<thead>
<tr>
<th>Reunion</th>
<th>Class</th>
<th>Year Record</th>
<th>Percent Attending</th>
<th>Number Attending</th>
<th>Class Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>5th</td>
<td>2003</td>
<td>2008</td>
<td>53.75%</td>
<td>258</td>
<td>480</td>
</tr>
<tr>
<td>10th</td>
<td>1989</td>
<td>1999</td>
<td>43.50%</td>
<td>214</td>
<td>492</td>
</tr>
<tr>
<td>15th</td>
<td>1987</td>
<td>2002</td>
<td>26.68%</td>
<td>131</td>
<td>491</td>
</tr>
<tr>
<td>20th</td>
<td>1987</td>
<td>2007</td>
<td>30.78%</td>
<td>153</td>
<td>497</td>
</tr>
<tr>
<td>30th</td>
<td>1973</td>
<td>2003</td>
<td>20.11%</td>
<td>74</td>
<td>368</td>
</tr>
<tr>
<td>35th</td>
<td>1961</td>
<td>1996</td>
<td>33.50%</td>
<td>77</td>
<td>230</td>
</tr>
<tr>
<td>40th</td>
<td>1954</td>
<td>1994</td>
<td>34.20%</td>
<td>79</td>
<td>231</td>
</tr>
<tr>
<td>45th</td>
<td>1961</td>
<td>2006</td>
<td>38.53%</td>
<td>84</td>
<td>218</td>
</tr>
<tr>
<td>50th</td>
<td>1958</td>
<td>2008</td>
<td>49.37%</td>
<td>117</td>
<td>237</td>
</tr>
<tr>
<td>55th</td>
<td>1950</td>
<td>2005</td>
<td>24.54%</td>
<td>66</td>
<td>269</td>
</tr>
<tr>
<td>60th</td>
<td>1941</td>
<td>2001</td>
<td>25.55%</td>
<td>35</td>
<td>137</td>
</tr>
<tr>
<td>65th</td>
<td>1932</td>
<td>1997</td>
<td>15.79%</td>
<td>12</td>
<td>76</td>
</tr>
</tbody>
</table>
Giving

Reunion giving is a critical component of the College’s annual budget. Supporting the College through unrestricted support to the Alumni Annual Fund helps provide a meaningful portion of the operating budget. As Clem Shearer, former Dean of Budget and Planning, often used to say “…without this support, Carleton cannot continue to be Carleton.” Reunion giving is one important way we can all give back to the College.

<table>
<thead>
<tr>
<th>Reunion</th>
<th>Class</th>
<th>Giving Total</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>5th</td>
<td>2000</td>
<td>$32,670</td>
<td>2005</td>
</tr>
<tr>
<td>10th</td>
<td>1991</td>
<td>$101,295</td>
<td>2001</td>
</tr>
<tr>
<td>15th</td>
<td>1991</td>
<td>$219,702</td>
<td>2006</td>
</tr>
<tr>
<td>20th</td>
<td>1986</td>
<td>$181,875</td>
<td>2006</td>
</tr>
<tr>
<td>25th</td>
<td>1962</td>
<td>$1,428,635a</td>
<td>1987</td>
</tr>
<tr>
<td>30th</td>
<td>1976</td>
<td>$396,978</td>
<td>2006</td>
</tr>
<tr>
<td>35th</td>
<td>1962</td>
<td>$529,249</td>
<td>1997</td>
</tr>
<tr>
<td>40th</td>
<td>1962</td>
<td>$766,292</td>
<td>2002</td>
</tr>
<tr>
<td>45th</td>
<td>1962</td>
<td>$804,617</td>
<td>2007</td>
</tr>
<tr>
<td>50th</td>
<td>1952</td>
<td>$262,657b</td>
<td>2002</td>
</tr>
<tr>
<td>55th</td>
<td>1952</td>
<td>$190,939</td>
<td>2007</td>
</tr>
<tr>
<td>60th</td>
<td>1936</td>
<td>$94,766</td>
<td>1996</td>
</tr>
<tr>
<td>65th</td>
<td>1935</td>
<td>$73,084</td>
<td>2000</td>
</tr>
</tbody>
</table>

a Originally unrestricted. Eventually designated $78,880 to Alumni Annual Fund: $1,349,755 to restricted Reunion Fund.

b For their 50th Reunion Gift, a restricted fund, the Class of 1952 raised $28 million.
Carleton is judged by many standards. One of them is participation, measured not only by the size of gifts, but by the number of alumni who give. National publications, such as the *US News & World Report*, as well as corporations and foundations, consider alumni participation rates an important indicator of loyalty and satisfaction with the College.

As you can see from the reunion records below, this effort has yielded terrific results. Over the past eight years, reunion classes have increased total giving from just over $1 million to an average of $2 million, and have increased total participation from 48% to 60%.

<table>
<thead>
<tr>
<th>Reunion</th>
<th>Class</th>
<th>Participation</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>5th</td>
<td>1997</td>
<td>67%</td>
<td>2002</td>
</tr>
<tr>
<td>10th</td>
<td>1994</td>
<td>69%</td>
<td>2004</td>
</tr>
<tr>
<td>15th</td>
<td>1993</td>
<td>66%</td>
<td>2008</td>
</tr>
<tr>
<td>20th</td>
<td>1985</td>
<td>61%</td>
<td>2005</td>
</tr>
<tr>
<td>25th</td>
<td>1962</td>
<td>86%</td>
<td>1987</td>
</tr>
<tr>
<td>30th</td>
<td>1978</td>
<td>64%</td>
<td>2008</td>
</tr>
<tr>
<td>35th</td>
<td>1972</td>
<td>72%</td>
<td>2007</td>
</tr>
<tr>
<td>40th</td>
<td>1964</td>
<td>82%</td>
<td>2004</td>
</tr>
<tr>
<td>45th</td>
<td>1961</td>
<td>78%</td>
<td>2006</td>
</tr>
<tr>
<td>50th</td>
<td>1954</td>
<td>77%</td>
<td>2004</td>
</tr>
<tr>
<td>55th</td>
<td>1941</td>
<td>70%</td>
<td>1996</td>
</tr>
<tr>
<td>60th</td>
<td>1941</td>
<td>63%</td>
<td>2001</td>
</tr>
<tr>
<td>65th</td>
<td>1941</td>
<td>53%</td>
<td>2006</td>
</tr>
</tbody>
</table>

*Based on the number of actual donors in a class divided by the number of solicitable alumni in the class.*
Please use the timeline below as a tool to help plan your committee tasks and communication to the class throughout the year. It includes solicitation deadlines, the College-directed mailing calendar and recommended conference call schedules.

<table>
<thead>
<tr>
<th>Reunion Gift (Alumni Annual Fund)</th>
<th>Program &amp; Outreach (Alumni Affairs Office)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class Solicitation Letter draft due at Workshop</td>
<td>August &amp; September</td>
</tr>
<tr>
<td>Class Solicitation Letter mailed</td>
<td></td>
</tr>
<tr>
<td>Volunteers make own AAF commitment</td>
<td></td>
</tr>
<tr>
<td>Attend CAVE</td>
<td></td>
</tr>
<tr>
<td>Elements: Report on Giving mailed with pledge envelope to all alumni</td>
<td>October</td>
</tr>
<tr>
<td>Conference call: TOPs solicitation</td>
<td></td>
</tr>
<tr>
<td>Solicitation of TOPs completed by Oct. 1</td>
<td></td>
</tr>
<tr>
<td>Opening Doors mailed to non-donors</td>
<td>November</td>
</tr>
<tr>
<td>Solicitation of Volunteers completed by Nov. 1</td>
<td></td>
</tr>
<tr>
<td>Check the AAF volunteer portal for updates</td>
<td>Second Reunion Letter due Nov. 15.</td>
</tr>
<tr>
<td>Calendar Year End Solicitation sent to non-donors</td>
<td>December</td>
</tr>
<tr>
<td>Solicitation of assigned classmates, Groups A—E completed by Dec. 31</td>
<td></td>
</tr>
<tr>
<td>“Volunteer for Carleton” student stewardship event</td>
<td>January</td>
</tr>
<tr>
<td>Check the AAF volunteer portal for updates</td>
<td></td>
</tr>
<tr>
<td>Opening Doors mailed to non-donors</td>
<td>February</td>
</tr>
<tr>
<td>Conference call: Mar. 15 cut-off and participation</td>
<td>Class identity item finalized by 2/15</td>
</tr>
<tr>
<td>Complete all solicitations to meet March 15 cut-off for Preliminary Donor Letter</td>
<td>Conference call: attendance push, final program details</td>
</tr>
<tr>
<td>Preliminary Donor Letter mailed to all alumni</td>
<td>March</td>
</tr>
<tr>
<td>Check the AAF volunteer portal for updates</td>
<td></td>
</tr>
<tr>
<td>Check the AAF volunteer portal for updates</td>
<td></td>
</tr>
<tr>
<td>Opening Doors to non-donors and non-pledgers</td>
<td>April</td>
</tr>
<tr>
<td>Targeted email &amp; letter solicitations</td>
<td>Online registration opens</td>
</tr>
<tr>
<td>Conference call: reunion push</td>
<td>Email to announce online registration</td>
</tr>
<tr>
<td></td>
<td>Third Reunion letter due March 1.</td>
</tr>
<tr>
<td>Pledge Reminder with Opening Doors insert mailed to all pledgers on June 1</td>
<td>May</td>
</tr>
<tr>
<td>Targeted email solicitations by class and College</td>
<td>Final push for attendance</td>
</tr>
<tr>
<td>Conference call (post-reunion): June 30 deadline</td>
<td>On-campus volunteers finalized</td>
</tr>
<tr>
<td></td>
<td>June</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PLANNING & OUTREACH OVERVIEW

The planning committee plans everything related to the reunion weekend itself: publicity beforehand, promoting attendance and detailing scheduled events, and organization of the class schedule during Reunion weekend.

The major responsibilities include:

Planning an attendance strategy – regional phone or email “trees,” contacts by floor/interest group/teams/major/etc., or regional mini-reunions – to encourage classmates to return for Reunion.

Writing three inspirational and informative letters to be sent to the class in fall, winter and spring (Alumni Affairs will handle printing and mailing). Identify opportunities for use of e-mail.

Designing a questionnaire/survey for a biographical book, if desired, to accompany the fall mailing.

Creating a class web page and maintaining it through reunion.

Identifying and organizing class-specific program items for the reunion schedule.

Hosting informal class social time.

Important Deadlines

8/23 First class letter and bio questionnaire due

1/1 Award nominations due

11/1 Website ready

11/15 Second class letter due

1/15 Program ideas due for preliminary schedule

2/15 Identity item finalized

3/1 Third letter due

4/1 Final program copy due for Reunion schedule booklet

5/1 Early bird registration deadline

6/1 Final pre-registration deadline
**Class Letters**

It’s recommended that three letters be sent to your classmates to keep them informed about reunion and to encourage attendance.

The first letter, to be composed at the workshop, is sent out in September. It is mailed with a class address directory produced by the college and a biographical questionnaire for the class bio book (if desired). Suggestions: emphasize dates, include some preliminary ideas about the reunion program, ask for classmate input, and include basic text about the Alumni Association award nominations, ask for help finding “lost” classmates, encourage classmates to use the directory to re-connect with their classmates.

The second letter is mailed in December with the bio book. A draft of the letter is due in the Alumni Affairs Office by November 15. Suggestions: re-emphasize dates, mention bio book if applicable, alert people that registration materials will be sent in March, include class web address if applicable, and any program updates.

The final letter is mailed in April with final details about class-specific reunion programming. A draft is due March 1. Suggestions: final program details, urge to register by May 1, remind people to check the web for attendance lists.

Samples of letters and biographical questionnaires can be found in the back of this booklet.

The Alumni Affairs Office will send registration materials to everyone in March, and online registration opens in March.

**E-mail**

Broadcast e-mail can be a terrific way to catch your classmates’ attention. The Alumni Affairs Office can send text that you create to everyone in your class for whom we have an e-mail address. Text should be short, time-sensitive (e-mail is great for reminders) and coordinated with other publicity from the planning and gift committees.

**Biographical Questionnaire**

Would your class enjoy the chance to read about what others have been doing during the past five years? If so, a biographical questionnaire can be included in the September mailing (samples in this section). The Alumni Affairs Office will collect the questionnaires and put them together in a booklet that will be mailed to all alumni in the class in December. Why December? Alumni tell us that many of them make plans for the summer when they are with their families over the holidays, and reinforcing the reunion dates before then is important.

If you’d like to explore the idea of an online bio book, talk to your Alumni office staff contact.
**Class Web Site**

Reunion classes find that a good way to communicate about reunion is through a class web site. Class pages generally include reunion program details, pictures of classmates, comments from reunion attendees, link to lists of attendees, progress on the class gift, zoobook photos, and many other things, limited only to your imagination.

*To obtain the maximum benefit from having a class web page, it is helpful to get it up as soon as possible, and by mid-November at the latest so that it can be advertised in the second class mailing.*

The person(s) in charge of the class pages will provide design and content, in addition to arranging for server space to host the site. It is important to respect individual privacy. **Personal information about your classmates, such as contact information and biographies, cannot be included without asking permission.**

Pages that are simple in design, yet provide the necessary reunion information, have worked the best. Visit [http://www.carleton.edu/alumni/classpages.html](http://www.carleton.edu/alumni/classpages.html) for examples.

Carleton can provide space on its own server for class web pages, and volunteers have access to update the pages themselves. However, the web page design program is limited in scope. If you choose to have pages on Carleton’s server, you will be able to provide the basics—schedule, links to letters and bio forms, attendance list, etc.

If you choose to host pages elsewhere, Carleton will link to those pages from the main Carleton reunion site, and will issue gift credit or reimburse for service space fees (up to $15 per month) for up to 10 months prior to and three months following reunion. Invoices or receipts must be provided. No reimbursement can be made for page design or content creation.

It’s important to include links to the general reunion site from your class-specific site.

If you have any questions about web pages for your class, please contact the Alumni Affairs Office.

The Alumni Affairs Office has a general reunion web site: [go.carleton.edu/reunion](http://go.carleton.edu/reunion). Links should be made between this site and the class pages.

Lists of those who have registered to attend (automatically updated daily, beginning in March), comprehensive information about reunion weekend and a “photo album” from the most recent reunion are available on the general Carleton reunion web site.
**Personal Contact Plan**

You may also want to develop a phone tree or e-mail tree, listserv based on geographic regions, majors, or freshman or senior dorms. Contact the Alumni Affairs Office if you need specialized lists for this purpose.

Evidence is *overwhelming* that personal contact from a classmate can make all the difference in their interest in attending reunion. Committees are encouraged to schedule attendance phonathons to encourage reunion attendance.

We encourage you to utilize the online alumni directory to create targeted lists – for example, you can pull Class of ’99 biology majors who live in Chicago. The directory can be found at [www.carleton.edu/alumni/directory](http://www.carleton.edu/alumni/directory).

You may wish to develop a separate, additional strategy for alumni in the Twin Cities area. These alumni are more likely to show up without pre-registering, or drop in for a few hours. Alumni from out of state have been vocal about their disappointment that more “locals” aren’t around all weekend. Some classes host Twin Cities-area pre-reunion gatherings to strengthen connections and talk about reunion.
Alumni Association Awards
Each year, the Alumni Association awards Distinguished Achievement and Exceptional Service Awards to alumni who have attained outstanding achievement in professional or community service endeavors, or have a record of significant service to the College. Another award honors alumni from the most recent 15 classes: the In the Spirit of Carleton Award, in recognition of significant contributions to community or professional organizations.

The best source of nominations for these awards is fellow classmates. A list of alumni who may be good candidates is included in the information provided during the Reunion Workshop, along with the Convocation program from the most recent Reunion, and a list of past award recipients (see page 20).

Nomination forms are available online and an e-mail message will be sent to all members of the reunion classes. Completed nomination packets must be returned to the Alumni Affairs Office by November 1. The Alumni Council selects from those nominated and recipients receive their awards during the reunion weekend convocation on Saturday morning.

Program Ideas
The program includes any events you would like to include in the reunion schedule. For instance, would your class like to challenge another reunion class to a game of Ultimate, or reserve the tennis courts for a round-robin? Some classes organize a class panel to discuss a topic of timely interest to your class, such as raising children in a two-career family or preparing for retirement. Is someone in your class a renowned professor, politician, musician, athlete, artist, magician, dancer, etc., whom you would like to have speak or perform?

Carleton’s reunion weekend has traditionally highlighted the talents of Carleton faculty, students and alumni; we do not have funds available for non-Carleton speakers or performers, beyond the Saturday evening bands. (See the “Highlights” section for what is already planned by the Alumni Affairs Office and for an outline of what the reunion weekend schedule will look like to assist in your planning.)

All program ideas should be final by January 15 in order to be included in the preliminary schedule – which is part of the March registration packet. Staff will discuss with you appropriate timing and venue for the events your class is planning, and will need from you the titles of panels or talks, as well as names of any panel discussion participants. The deadline for all final reunion schedule copy is April 1. Once staff has a chance to review the overall reunion program with all the class activities, they will assign locations appropriate to the estimated group size.
# Reunion 2009
## Event Planning Sheet

Please keep the items on this form in mind as you plan reunion events

<table>
<thead>
<tr>
<th><strong>Name of Event</strong></th>
<th><strong>Date &amp; Time of Event</strong></th>
<th><strong>Expected length of Event</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Reunion Class Member(s) responsible:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Location Requested:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Anticipated Attendance:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Microphone needs:</strong></th>
<th><strong>Number of Microphones:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Microphone on lectern</td>
<td></td>
</tr>
<tr>
<td>Microphone on stand</td>
<td></td>
</tr>
<tr>
<td>Microphone on table</td>
<td></td>
</tr>
<tr>
<td>Cordless/hand-held</td>
<td></td>
</tr>
<tr>
<td>Lavaliere</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>AV Needs:</strong></th>
<th><strong>Number of Screens:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Audio Play-Back</td>
<td></td>
</tr>
<tr>
<td>Audio Record</td>
<td></td>
</tr>
<tr>
<td>Video Play-Back - DVD</td>
<td></td>
</tr>
<tr>
<td>Video Play-Back – VHS</td>
<td></td>
</tr>
<tr>
<td>Video Record</td>
<td></td>
</tr>
<tr>
<td>Powerpoint</td>
<td></td>
</tr>
<tr>
<td>Slide Projection</td>
<td></td>
</tr>
<tr>
<td>Flip Chart</td>
<td></td>
</tr>
<tr>
<td>White/Black Board</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Computer Needs:</strong></th>
<th><strong>Internet access:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Please provide a laptop</td>
<td>Mac</td>
</tr>
<tr>
<td>Bringing own laptop</td>
<td>PC</td>
</tr>
<tr>
<td>Additional cords</td>
<td></td>
</tr>
<tr>
<td>Internet access</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Food &amp; Beverage Needs:</strong></th>
<th><strong>Refreshments</strong> (please discuss special requests with staff first)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Requested Room Set-up:</strong></th>
<th><strong>Number of People</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Round tables</td>
<td></td>
</tr>
<tr>
<td>Theater seating</td>
<td></td>
</tr>
<tr>
<td>Classroom seating</td>
<td></td>
</tr>
<tr>
<td>Lectern</td>
<td></td>
</tr>
<tr>
<td>Speaker table</td>
<td></td>
</tr>
<tr>
<td>Staging</td>
<td></td>
</tr>
<tr>
<td>Size of Staging</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Names of Speakers:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

15
Faculty
The Alumni Affairs Office invites faculty to offer talks and presentations throughout the weekend. If you or your classmates have a favorite professor you would like to hear speak, or have a particular topic which you would like to see addressed, please list them on your worksheet.

Remember the special professors who really made a difference in your life? Would you like to have them join you for social hour and dinner? Faculty may be available Friday or Saturday evening. Indicate on your worksheet which faculty members your class would like to invite to dinner.

The Alumni Affairs Office coordinates invitations so faculty won’t receive multiple invitations for the same evening, and so that senior classes have the first option to invite retired faculty. (Staff makes sure each class has the opportunity to see at least a few of their “top ten”.) It’s important to identify someone on the committee who will welcome the faculty at the reunion dinner and publicly introduce them to others in the class.

Class Identity Item
February 15 is the deadline for deciding what item(s) you would like the Alumni Affairs Office to order for your class, in addition to class buttons. Check with your staff contact to discuss options. Previous classes have ordered items such as temporary tattoos, keychains, hats/visors, water bottles, “bubbles,” sashes, mardi gras beads, etc. imprinted with class or reunion years.

These items are mainly worn or carried during the Saturday Parade of Classes, but some classes wear identifying items throughout the weekend. The College provides $6.00 per registered classmate for these items. If you choose something more elaborate, individual class members will need to pay the difference as they check in at your class lounge during reunion.
Reunion Weekend

Lounge Decorations/Supplies
The Alumni Affairs Office provides:

- Yearbooks
- Zoobooks
- Message Boards
- Postcards
- Napkins
- Markers
- Crepe Paper
- Poster Board and Foam
  Core board (if requested)
- Construction Paper
- Balloons

If there are specific items, either from Carleton or from the era of your college years that are of nostalgic value to your class, please consider rounding them up from your classmates to be used either as decoration or to place in your lounge for review and reminiscing. You may wish to encourage classmates to bring iPods/CDs and a stereo/boom box for the lounge. The Alumni Affairs Office has a limited number of sound systems available. Please remember not to leave anything valuable – sound systems, laptops, alcohol – unattended in the class lounge at any time.

Class Social Times
The College provides some snacks, pop, water, cups and ice for informal class social gatherings throughout the weekend. In addition, there will be an all-class social hour with faculty on Friday afternoon; beer, wine, soda and snacks are provided.

If the class wishes to have additional snacks or alcoholic beverages, the social coordinator should make arrangements to provide them.

Extra funds needed, if any, will need to be collected from classmates during reunion.

Identification of Planners for the Next Reunion
As you are preparing for and ultimately enjoying your upcoming reunion, think about whether you want to commit yourself to working on your next reunion. Whether you do or not, look for other classmates who could serve as volunteers for your next class reunion.

You can approach classmates individually, announce the opportunity at one of your class dinners, include a note in your class reunion folders, or recruit volunteers in any other way that you think will work.

Most importantly, remember to contact the Alumni Affairs Office soon after the reunion to tell us the names of the new volunteers—we need to know whom to contact five years from now!
Highlights of Carleton Reunions

Faculty and Alumni Presenters
We invite a number of Carleton faculty and alumni to speak or perform during reunion weekend, a “reunion alumni college” that is included in everyone’s registration fee. If you have faculty or alumni to request or recommend, please notify the Alumni Affairs Office.

Alumni Art Exhibit
We encourage alumni artists to bring a sample of their work to Reunion for the alumni art exhibit in the Carleton Art Gallery. Prior to Reunion, we ask that alums send information about the art medium, size of the work, and any special display requirements to the Alumni Affairs Office.

Exhibitors are asked to bring their work to the Art Gallery in the Music and Drama Center on Friday before 5 p.m. Art professionals will be on hand to help display the works, monitor the exhibit on Saturday, and then to help exhibitors take down their displays Sunday morning (all displays need to be taken down by 12:30 p.m.). If you know alums who are thinking about participating, please notify the Alumni Affairs Office.

Reunion Common Reading
The Reunion Common Reading program is based on Carleton’s New Student Week program. Each year, first-year students read a selected book before they come to campus. When they arrive they attend a convocation based on the book and then participate in small group discussions.

Alumni can experience the same thing during reunion weekend. The book is the 2008 Common Reading book, Travels of a T-Shirt in the Global Economy by Pietra Rivoli. Small group discussions will be held on Saturday morning during the table talk sessions if we have enough volunteers. The book can be purchased through the Carleton Bookstore. Order online at www.collegebookstore.org or call 800-799-4148.

KRLX D.J.s
Did you have a radio show when you were at Carleton? Have you been yearning to play those records/CDs/MP3s once again? During reunion weekend the KRLX radio station will be open for any alum who would like to participate. No experience is necessary; our student experts will help you get acquainted with the station and will help if needed during the show. Check the box on the registration form (mailed in March) if you’d like to sign up.
**Intergenerational Table Talks**
Get up early Saturday morning to participate in lively, intergenerational discussions on a variety of topics. Please encourage classmates to suggest a topic or volunteer to facilitate. Call the Alumni Affairs Office before **April 1** at 800-729-2586 to volunteer. Continental breakfast is available.

**Parade of Classes/Convocation**
The Parade of Classes is a Reunion tradition and a highlight of Reunion for all classes and families.

On Saturday at 9:45 a.m. alums (guests and families welcome!) line up in order of class year around the Bald Spot with the senior classes near Sayles-Hill and the younger classes stretching toward the Chapel. The parade begins as the most senior alumni, riding in golf carts and convertibles, parade past all the younger classes on their way to the Alumni Convocation in the Chapel. The next youngest class then falls in behind. This allows all alumni to be both spectators and participants, and emphasizes the bond present among all Carleton alumni.

During the Saturday morning Alumni Convocation in Skinner Memorial Chapel, the Alumni Association President will present the Alumni Association Exceptional Service, Distinguished Achievement, and In the Spirit of Carleton awards. Nominations for these awards come from classmates, Carleton faculty and staff members, or professional colleagues. The convocation will feature remarks by Carleton’s president, Robert Oden.
**Distinguished Achievement Awards**
These awards honor outstanding achievement by Carleton College alumni within a particular field or fields of accomplishment.

**Exceptional Service Awards**
These awards are presented to Carleton alumni and friends honoring exceptional service that contributes substantially to the well-being of the College.

**In the Spirit of Carleton Award**
This award is presented to an alum from one of the most recent 15 classes who has made a significant contribution to civic or professional organizations, who demonstrates the attributes of Carleton’s liberal arts education, and who has exhibited creativity, purposefulness, and a commitment to quality and improving their community.

**Past Award Recipients for the 4s and 9s**

**Class of 1949**
Dunning, A. Stephen (Achievement - 1978)  
Garst, Mary (Achievement – 1999)  
Lambertson, James W. (Service - 1986)  
Lockwood, Robert (Service – 1999)  
McCarthy, Barbara Kaercher (Service – 2004)  
Morgan, Thomas B. (Achievement - 1970)  
Thurnblad, Jack (Service – 1999)  
Tinnin, Alvis Lee (Achievement - 1970)

**Class of 1954**
Donnell, Charles A., Jr. (Service - 1987)  
Elliott, Donald H. (Achievement – 2004)  
Frazer, William (Achievement – 1999)  
Mead, C. Alden (Achievement – 2004)  
Novetzke, Sally Johnson (Achievement - 1994)  
Riecker, Margaret Ann “Ranny” Towsley (Service – 2004)  
Tipping, William (Service - 1984)

**Class of 1959**
Bond, Dixon (Service – 1986, Achievement - 1999)  
Griffin, Shannon Voss (Achievement – 1999)  
Kent, Carol Jo Johnson and Jay F. (Service – 2004)

**Class of 1964**
Dennis, Donna (Achievement - 1989)  
Hanson, John (Achievement - 1989)  
Johnson, James E. (Service – 2004)  
Johnston, Marlow Garbisch (Achievement – 2004)  
Myers, Minor Jr. (Achievement – 2004)  
Rowley, Peter (Achievement – 1999)  
Sommers, Richard J (Achievement - 1989)  
Stewart, D. Blake (Service - 1974), Honorary Member

**Class of 1969**
Brook, Bruce (Achievement – 1999)  
Moses, Candace Kelley (Service - 1975), Honorary Member  
Palmer, Deborah J. (Service - 1994)  
Panzar, John C. (Achievement - 1994)  
Roth, Robert A. (Achievement - 1989)

**Class of 1974**
Abu-Lughod, Lila (Achievement – 1999)  
Widmer, Kenneth J. (Achievement - 1994)

**Class of 1979**
Spencer, Daniel (Achievement – 1999)  
Hamilton, Jane (Achievement – 2004)  
Pryor, Jon L. (Achievement – 2004)

**Class of 1989**
Kenshol, Douglas (In the Spirit of Carleton - 1999)  
Walwyn, Marc A. (In the Spirit of Carleton – 2004)
**Class Photos**

Class photos are taken at scheduled times during reunion. To ensure that people will be properly identified, numbered cards are used. Class members are asked to write their names on the back of the cards. For the first shot, the cards are held near one’s face. Between shots, student workers collect the cards. Then, final shots (without the cards) are taken. To make the job easier, we ask that only class members appear in the photo.

Following the photo session, alumni may order and pay for an 8x10 print of the class photo which is processed overnight and ready for pick up on Sunday morning. (An identification key is mailed after reunion.) Class photos will appear in the *Voice* along with an order form.

**Alumni Choir**

Everyone is welcome to join the Alumni Choir, which performs at the chapel service and is directed by Lawrence Henry ’76. Rehearsals are held Saturday afternoon and Sunday morning before the service. We have had at least one alum from every reunion class (’30s–’00s) participate each year in this wonderful collection of voices.

**Religious Services**

A Shabbat service is held in Reynolds House on Friday. On Sunday, a Christian alumni-led service is held in the Chapel. Ministers from several reunion classes participate along with the Carleton Chaplain and the alumni choir.

If you are aware of any ministers in your class who might be interested in participating in the service, please notify the Alumni Affairs Office. A schedule of other religious services in the Northfield area is available at the reunion registration desk.
Carleton Reunion Schedule 2009
(GENERAL/preliminary)
This is a general outline to assist reunion committees with planning.

Thursday, June 18
1 p.m. Golf outing (Carleton Open)
3-10 pm Registration open; dorms open at 3 p.m.
3-9 pm Recreation Center open
3-5 pm Reunion committee and student staff decorate class lounge
5-11 p.m. Taste of Northfield—Sample foods from local eating establishments in Northfield’s Bridge Square.
7:15 p.m. Re-enactment of the James-Younger Gang Bank Raid in downtown Northfield
Post-dinner Available time for informal class gathering, for early arrivals*

*Student and/or staff assistance (setup, catering, van support, etc) is not available on Thursday evening.

Recommendation from past reunion attendees: take some time to explore campus and downtown Northfield before reunion activities get underway on Friday. Scheduled time for classmates to gather is recommended.—8 p.m. is a good time.

Friday, June 19
All day Recreation Center, Gould Library & Bookstore open
8 am-9 pm Registration open, Sayles-Hill
9:30 - 10:30 am Presentation by President Oden and faculty: “Shaping the Education of the Future”
11:30 am-1 pm Heywood Society Luncheon
11:30 am-1 pm All-Class Lunch
1– 3 pm Faculty & Staff presentations
2-3 p.m. Reception for post-50th (Class of ’54 and senior) alumni, with President Oden
3:45 pm ’54 Class Picture
3:45-4:45 pm Faculty/alumni/student presentations
4-5:30 pm Faculty Fair: All-Class Reception with Current and Retired Faculty
4:30 pm ’64 Class Picture
5 pm ’84 Class Picture
5:30 pm ’69 Class Picture
5:30-6:30 pm ’84 Reception with President Oden
6 pm Class Receptions/Social Hours
6:30 pm (varies) Class Dinner
Evening Various events; all-class ice cream social
10:15 p.m. Reunion Fireworks
Saturday, June 20

All day  Gould Library and Bookstore open
7 am-8 pm  Recreation Center open
8:30 am-10 pm  Alumni Art Exhibit open for viewing

<table>
<thead>
<tr>
<th>8:30-9:30 am</th>
<th>Intergenerational Reunion Table Talks</th>
</tr>
</thead>
</table>

8-9:30 am  Available time for class program

9:45 am  Parade of Classes
10:30 am  Alumni Convocation
12-1 pm  All-Class Lunch; ‘C’ Club Hall of Fame Luncheon
1-3 p.m.  Alumni and Faculty Booksigning

<table>
<thead>
<tr>
<th>1:30-4:30 pm</th>
<th>Open for class programs and other activities</th>
</tr>
</thead>
</table>

1:30 pm  ’04 Class Picture
2 pm  ’99 Class Picture
2:30 pm  ’94 Class Picture
2:30-3:30 pm  Alumni and Faculty Booksigning
3 pm  ’89 Class Picture
3:20 pm  ’79 Class Picture
3:45 pm  ’74 Class Picture
4-5 pm  Alumni Choir Rehearsal
5:15 pm  ’59 Class Picture
5:30 pm (varies)  Class Receptions/Social Hours
5:45-6:45 pm  ’59 Reception with President Oden
6:30 pm (varies)  Class Dinner
8:30-11:30 pm  All-Reunion Entertainment

Sunday, June 21

8:30-10:30 am  ’99 and ’04 Breakfast with the President
10:30 am  Alumni Remembrance Chapel Service
Noon  Check-out
Check the Carleton Web site
Complete information about reunion will be available on the Reunion Web site, go.carleton.edu/reunion

Registration
Registration forms, including a preliminary schedule of the weekend’s events, are sent to all alumni in reunion-year classes in March. Secure, on-line registration is also available at go.carleton.edu/reunion beginning in March, and we will email all reunion alumni when it’s ready. We encourage committee members to register as soon as possible. We do not “save” rooms or make assumptions about committee members’ housing plans. The final registration deadline is June 1, with a special “Early Bird” discount rate available for those who register before May 1. Typically, many dorms fill up prior to May 1. Register as early as possible for the best chance to be housed near classmates.

The weekend package rate, including housing and all meals, was $170 per adult for Reunion 2008. It is possible to register for rooms and meals separately. Not everyone will stay for the entire weekend, and some may choose to stay in a local hotel or at friends’ homes rather than on campus. The “a la carte” cost of the weekend in 2008: $45 registration fee per adult; $40 per bed (for entire weekend); meals range from $10 - $20. Children’s fees (5-12) are approximately half the cost of adult fees depending on housing choices (bed vs. floor).

Airport shuttle service
Chartered motorcoach shuttle service is available for approximately $40 round trip, between the Minneapolis/St. Paul International Airport and Carleton on Thursday at 2:30 p.m., 5 p.m., and 8:30 p.m.; Friday, 11 a.m., 2 p.m., 5 p.m., and Sunday, 8 a.m., 10:30 a.m., and 1 p.m. Preregistration is necessary; if no one has registered in advance for a particular shuttle time, a shuttle will not be provided. Unfortunately, children’s car seats are not available.

IMPORTANT NOTE: If you are arriving at the Humphrey Terminal, call us at 1-800-729-2586 at least two weeks in advance to make special arrangements. (Airlines that fly into Humphrey are Sun Country, Midwest, Air Tran, Champion and Iceland Air.)

On arrival at the main airport (Lindbergh Terminal), proceed to the lower baggage claim level and check in at the Carleton information booth (look for signs and the maize and blue balloons). Carleton students will assist you. Remember to allow one hour for travel time between Carleton and the airport.

Coming by Train or Bus?
CareTenders provides transportation from and to the St. Paul AmTrak and bus stations, and the Red Wing AmTrak station, in addition to the airport. Cost is approximately $85 one-way. Check www.careextenders.com for complete information and updated prices.
Missed your Shuttle?
If you miss your shuttle, the airport shuttle coordinators will assign you to the next one. If you miss the last shuttle of the day by more than a half hour, your options are limited to taking a taxi (approximately $75 one way) or renting a car. As you make your plans, please allow for possible delays.

Parking
Parking on campus is limited. Cars may be parked overnight on Northfield streets. On-campus shuttle service will be provided all weekend between Watson Hall and Sayles-Hill, and for special events for the 50th and senior reunion classes.

Reunion Weekend Housing
Various housing options are available for alumni attending Reunion. For those who wish to stay on campus, reunion classes will be housed together in residence halls whenever possible; alumni — including committee members! — should register before May 1 for the best chance to be housed near classmates. In 2008, alumni registering after that date were unlikely to be in the same dorm as their classmates, and some residence halls had filled by mid-April. If your registration form and payment are postmarked by May 1, we will confirm your residence hall assignment in advance.

Check-in begins Thursday, June 18, at 3 p.m. Residence halls will not be open before that time. (Students move out of the dorms on June 13 and the custodial staff needs as much time as possible to complete cleaning the dorms.) Check-out is noon on Sunday, June 21.

While we encourage people to stay on campus, we want to be sure that they know what to expect. We explain the following in the reunion registration packet:

- Residence hall accommodations are clean and spare. They feature bathrooms down the hall from your room (except Davis, Severance, and Evans, which have private/semi-private baths). Showers normally do not have grab bars.
- A linen packet, including sheets, blanket, pillow, and towels, is provided for each bed. Soap is provided.
- Children who do not have a reserved bed do not receive a linen packet and should pack towels, pillow, etc.
- Residence halls are not air-conditioned (except Davis, Nourse, Watson, and the townhouses); all beds are twin-sized and have mattress pads.
- You may wish to bring the following items which are not available in the rooms: reading lamp, hangers, small fan, alarm clock, earplugs, something in which to carry your toiletries, and extra blankets or pillows if needed.
- Cribs, irons and ironing boards are not available.
- Some fans are available for rent at registration.

If you would like a list of hotels and campgrounds in the greater Northfield area, call the alumni affairs office at 800-729-2586 and we will mail or fax a list to you, or check www.carleton.edu/alumni/hotels.html. If you make reservations at a hotel in Northfield, we recommend you request written confirmation of your reservation and reconfirm prior to Reunion. If you are staying off campus, please note on your registration form where you will be staying in case we or your classmates need to contact you.
**Tentative Plan for 2009**

**Housing Assignments**

Residence halls are assigned to classes by the Alumni Affairs Office, based on seniority and number of expected registrants. The Alumni Affairs Office staff assigns rooms as registration forms are received. When the “class dorm” is full, alums are assigned to other available rooms on campus, nearby, if possible. We make every effort to accommodate special needs and ask that alumni notify staff in advance.

Assignments may change depending on registrations, and are based on class size, seniority, and other considerations. Once the residence halls below are full, later registrants will be housed wherever rooms are available.

Class of 1949  Country Inn  
Class of 1954  Nourse/Watson  
Class of 1959  Watson  
Class of 1964  Townhouses  
Class of 1969  Nourse  
Class of 1974  Severance  
Class of 1979  Davis  
Class of 1984  Burton  
Class of 1989  Parish and other houses  
Class of 1994  Myers  
Class of 1999  Evans  
Class of 2004  Goodhue  

Musser: Student staff housing, overflow housing

**Class Lounges**

Each class is assigned a gathering space, usually the main lounge in its residence hall. Student staff members decorate the gathering spaces with generic items, but you are also invited to decorate with class memorabilia (college-days photos, past reunion photos, items sent by a classmate who could not attend, etc.).

**Reunion Weekend Meals**

Reunion weekend meals are prepared by Bon Appetit, Carleton’s catering service. All costs reflect actual charges which includes the cost of hiring well over a hun-

We offer lower-priced dinners for the 5- and 10-year reunion classes, based on requests we’ve received from past reunion attendees.

Since a limited number of meal tickets will be available for purchase during reunion weekend, we strongly recommend everyone reserve meals in advance.

All meals include beverages and dessert. Menus for Reunion 2009 are going to be completely re-done. Vegetarian meals are always available.

**Special Dietary needs**

Alumni with special dietary needs, including severe food allergies, are asked to indicate this on their registration form. Carleton’s executive chef contacts these individuals personally to make sure we can meet their needs.

Kosher meals are available for purchase, to be prepared by the individual at Reynolds House, Carleton’s Jewish student house. Vegetarian entrees are also vegan.
Towards A Greener Carleton Reunion
The College implemented new efforts in 2007 to drastically reduce the amount of waste generated during reunion weekend, as part of Carleton’s overall commitment to sustainability.

- All meals held in tents will feature compostable bioware – biodegradable utensils, plates, cups, packaging and napkins that will be taken to a nearby compost site after reunion. Our student “compostables crew” will help you dispose of your bioware appropriately.
- We’ve saved nearly 14,000 pieces of paper by eliminating reunion folders containing multiple pages of information. Please pay attention to all posted signs in your residence halls and in Sayles-Hill with important information about weekend programs.
- At registration you will receive a water bottle. Water coolers are located in each residence hall and in Sayles-Hill. We hope to eliminate as much plastic waste as possible by limiting quantities of bottled water.
- We encourage everyone to participate in the College’s recycling program during reunion by putting glass, paper, newspaper, plastic bottles and aluminum into the appropriate blue containers you’ll see around campus.
- Thank you to those of you who have shared your email address with Carleton! Using email for reunion mailings saves significant quantities of paper as well as reduced costs for printing and postage.

Special Assistance
Carleton College is committed to providing equal access and reasonable accommodations for individuals with disabilities. If you or a classmate have special needs, please contact the Alumni Affairs Office as far in advance as possible.

Emergency Contact Information
In the event of an emergency, or if someone needs to reach you during Reunion, call 507-222-4205 during registration hours (see schedule). After registration closes, or if the main number is busy, campus security can be reached at 507-222-4444.
Children and Reunion

**Teen Program**
Kids ages 12–17 who are registered for Reunion are welcome to participate in any of the scheduled reunion activities. In addition, there will be a program of events specifically planned for this age group on Friday and Saturday. Activities usually include time at the computer center to play games, a Frisbee golf/Ultimate Frisbee session, an arts and crafts event, pizza and movie evenings, and events around Northfield.

A Teen Center will serve as a central location to find other teens, meet with current Carleton students—who will be available all weekend to give directions, and suggest and share in activities—or just hang out. The Teen Center is close to the video arcade, cable TV, pool table, and ping-pong.

**Children’s Program—“Camp Carleton”**
The children’s program provides interesting and fun age-appropriate activities for children ages 5 to 11 (5-year-olds must have completed kindergarten). Kids’ meals are included in the cost of the program. Please see the special section on the registration form to register your child in advance.

Activities usually include a mix of art, music, and computer activities and games, swimming, movies, a visit to a local farm, and a walk in the Arb led by student naturalists.

For a complete schedule, visit: go.carleton.edu/reunion or contact the Alumni Affairs Office. Parents must sign an emergency medical authorization slip at registration for each child attending.

**Babysitters**
A list of area babysitters is available upon request from the Alumni Affairs Office. This list is compiled by Barb Howe, long-time director of the children’s program. We encourage you to make reservations well in advance, as the sitters are usually booked prior to reunion weekend. You are responsible for making arrangements for payment (approximately $9/hour) and for transporting the sitter to and from campus.

**Housing and Children**
Parents can reserve/pay for beds for their children when registering, or opt to bring sleeping bags/pillows/towels for a no-cost housing option.

Remember: most rooms at Carleton are doubles. Depending on your class housing assignment, triples, quads or quints may be available. Early registrants with children are more likely to be housed away from lounges in quieter areas.
What the Alumni Affairs Office Provides

**Mailings**
We will prepare, print and send three to four printed mailings per class. All mailings are sent first class; please allow 7-10 working days for production of the letter or postcard. All you need to do is write the text, send us the text and signatures to be included, and we’ll take care of the rest.

**E-mail**
Broadcast e-mail can be a terrific way to catch your classmates’ attention. The Alumni Affairs Office can send text that you create to everyone in your class for whom we have an e-mail address. Text should be short, time-sensitive (e-mail is great for reminders) and coordinated with other publicity.

**Directories**
We compile class address directories and mail them out with your first letter to the class. They consist of the most recent information in the college records (including e-mail addresses when available) and a geographical listing. Letters were mailed to reunion classes in the spring requesting updated information for this directory.

**Ordering**
After you have chosen the class identity items (buttons, visors, etc. – if you need ideas, ask staff for a catalog) for your class, contact the Alumni Affairs Office and we will handle the ordering and receiving. The items will either be distributed at the main registration table or delivered to your assigned residence hall on the Thursday of reunion weekend.

**Student Workers**
All student workers are dressed in reunion staff shirts so they are easily identifiable. We provide at least two student hosts per class, who are available to help with luggage, locate rooms, and assist (within reason) with other needs your class may have.

If you have any questions, just look for a staff shirt and the student wearing it should be able to help. Student workers are not allowed to drink alcohol while on duty. They are also not allowed to leave campus to purchase items for you without express permission from staff. We appreciate your assistance in making sure reunion weekend is a good experience for our future alumni.

You are welcome to express your appreciation to the class hosts by presenting them with a tip. Envelopes are provided for this purpose in everyone’s folder.

**Ice/Cups/Party Supplies**
Pop, chips and pretzels, cups and ice are provided for class social hours. Students will be making periodic deliveries of cups and ice; we do not have an unlimited supply. Additional snacks and alcoholic beverages are the responsibility of the class. As noted on page 17 some funds are available to defray costs. The social coordinator can arrange to collect extra money if needed from classmates.

**Balloons**
Helium-filled balloons are available for use during the parade and for decorating class lounges.
Things to Remember

- Personal contact is the best way to encourage your classmates to attend reunion

- Leave enough space in the class reunion schedule for informal conversations, also known as “structured hanging out.”

- Register early!

- Bring your camera, scrapbooks, Carleton memorabilia, music, and anything else that will make the weekend special.

- June weather can be unpredictable; we recommend you bring a light jacket, umbrella, sunscreen, and mosquito repellent.

- Carleton’s athletic facilities and fields will be open throughout reunion weekend; bring your swimsuit, racket, softball glove, Frisbee, etc. and check your final schedule on arrival for open times.

- Please note that glass is prohibited on Carleton’s athletic fields; we appreciate your cooperation in keeping our fields safe for students.

  - If your children are enrolled in Camp Carleton, we recommend that you bring a cell phone so you can be reached in case of emergency.

  - Label your camera, cell phone and other valuables before coming to campus. Each reunion, items are found that cannot be returned to their owners.
Answers To Questions
The Alumni Affairs Office staff is available from 8 a.m. to 5 p.m. weekdays to answer questions and help you figure out anything needed to make your class reunion a success. You can contact us easily on our toll free number: 800-729-2586. Our office fax number is (507) 222-4445. You can also contact us at alumni-office@carleton.edu.

Staff
Becky Loraas Zrimsek ‘89, Director
‘64, ‘89
rzrimsek@carleton.edu

Ann Iijima ’72, Assoc. Dir.
‘59, ’74
aiijima@carleton.edu

Amy Goerwitz, Assoc. Dir.
‘79, ’84
agoerwit@carleton.edu

Naja Shabazz ’05, Assistant Director
‘59, ’99, ’04
nshabazz@carleton.edu

Emily Muirhead ’08, Alumni Fellow
‘49, ’54, ’94
emuirhea@carleton.edu

Merilyn Calcutt, Project Coordinator
‘69
Reunion Logistics Coordinator
mcalcutt@carleton.edu

Jeanne Estrem, Admin. Assistant
Reunion Registration
jestrem@carleton.edu

Patsy Trusty, Admin. Assistant
Reunion Housing
ptrusty@carleton.edu

Mailing address:
Carleton College
Alumni Affairs Office
One North College Street
Northfield MN 55057

Phone: 800-729-2586 or 507-222-4205
FAX: 507-222-4445

General email:
Alumni-office@carleton.edu
CLASS OF 2003
REUNION COMMITTEE

Russell Bainer
Piper Below
Taylor Page Brody
Alex Cook
Nina Current
Ann Deming
Anna Duffy
Josh Ess
Greg Faron
Matt Fisher
Chris Ghere
Dave Gold
Arijit Guha
Janice Hassett
Luke Hasskamp
Amanda Hopkins
Nadim Ilbawi
Chuk Kittredge
Scott Calvin Kleinheksel
Reid Koester
Kristine Kolarich
Sonya Kolba
Peter Lang
Jacob McKnite
Ryan Navratil
Bree Nordenson
Brendan O'Connell
Emily O'Donohoe
Lev Richards
Brian Schilmoeller
Justin Schoolmaster
David Seelig
Will Sierzchula
Carissa Jean Tobin
Erin Williams

Dear 2003 Classmates,

It's hard to believe, but our five-year reunion is less than a year away. Twenty-four of your classmates just met on campus to start planning three days of tantalizing events for June 19-22, 2008!

You'll be hearing more from us soon on the specifics of the weekend. In the meantime, fill out the short survey that's enclosed and save the date for our reunion. We want to see you there. All Knight Long!

Also, check out our class website, as well as our Facebook and MySpace pages:
Website - www.go.carleton.edu/2003
Facebook - http://carleton.facebook.com/group.php?gid=4780652377
MySpace - http://groups.myspace.com/carleton03

You'll get an email with these links and some additional information in the near future.

All the best,

Class of '03 Reunion Committee
CLASS OF 2003
REUNION COMMITTEE

Russell Bainer
Piper Below
Taylor Page Brody
Alex Cook
Nina Current
Ann Deming
Anna Duffy
Josh Ess
Greg Faron
Matt Fisher
Chris Ghere
Dave Gold
Arijit Guha
Janice Hassett
Luke Hasskamp
Amanda Hopkins
Nadim Ilbawi
Chuk Kittredge
Scott Calvin Kleinheksel
Reid Koester
Kristine Kolarich
Sonya Kolba
Peter Lang
Jacob McKnite
Ryan Navratil
Bree Nordenson
Brendan O'Connell
Emily O'Donohoe
Lev Richards
Brian Schilmoeller
Justin Schoolmaster
David Seelig
Will Sierzhula
Carissa Jean Tobin
Erin Williams

Class of 2003:

Less than 200 days until Reunion!!

First, a big thanks to all the ‘03ers who submitted forms for the BioBook you will find enclosed. The book looks great and will hopefully help you re-connect with your former classmates.

Registration forms for the reunion will be mailed in early March. The cost for the entire weekend is around $175 and includes food, lodging, activities, and even some booze! Our class is assigned to Goodhue, and is hosting events such as a 2003 Band Showcase, Float Down the Canyon River, and Wind Turbine Tour. Visit www.go.carleton.edu/2003 for an updated list of events. Start shopping now for airfare!

We have a Reunion attendance goal of 50% - a rate no class has ever achieved, but one we believe we will reach. Apart from the reunion, our class has stepped-up in our fundraising efforts this year. So far 11.73% of the class has donated $4,825.03, and we have over $10,000 when you add in pledges! Our goals are a participation of 60% and a total of $25,000 so please consider making a financial gift to Carleton this year along with your reunion attendance!

Finally, check www.go.carleton.edu/2003 and let us know if you plan to attend reunion. While online you can also view our Zoo-Books, old copies of The Love Below newsletter, the bio book, freshman housing lists, and Class of 2003 Facebook and MySpace pages.

Hope to see you on campus June 19-22, 2008!!

Class of 2003 Reunion Committee
Greetings Fellow Luddites:

Since we are one of the last Carleton classes from the non-digital age (although we did get to finger each other on Veblen), it's our pleasure to present to you our 2008, ten-year reunion theme, "Face to face, not facebook." Get it? We, the reunion planning committee, got together on a rainy weekend in August and realized that Carleton was really our last experience of being digitally disconnected.

Although we are so much better hooked up (literally and figuratively) in 2008 than we were in 1998, your classmates want to see you face to face. We don't care if you're married, single, the president of a small country or an Enron felon—we want to catch up in person and hear all about the last ten years. Come by yourself, with your significant other, with your kids, with your therapist or parole officer. Anything goes. We will have fun stuff for us and enough diversions and baby sitters for all the kids you decide to bring so that everyone can enjoy the fun stuff.

Needless to say, we need your help to make this a memorable and meaningful weekend. Here's what you can do: Encourage your friends to attend. Go to our new facebook page at www.facebook.com/profile.php?id=596068033*** now and reconnect with your friends, find updates on the reunion weekend and spread the word! Update your bio information and email address (to prevent spam, your email address will not be visible on the site). Use the suggestion form and send us your ideas to improve reunion 2008—our BIG 1-0!

Also, consider giving back to Carleton by making a contribution to our class gift. Any amount helps Carleton, so please think about giving a little back to your alma mater.

Most importantly, here's your chance to make up for all those tardy assignments and register early for reunion 2008! Watch your snail-mail boxes in March for the reunion brochure and reservation form and be sure to register before May 1st to receive a 10% discount and the best chance for a room in our class headquarters in Evans.

So, pen in June 19-22nd 2008 in your calendars and stamp and mail in those registration forms. Or if you're so 21st century, whip out your blackberry and send us your registration via the web; just don't forget to remember to type reunion into your calendar.

See you in June!

Your Class of 1998 Reunion Committee
Dear Classmate,

Twenty years ago, as we labored to finish our comps and bemoaned ever being able to find employment or get into the right grad school, the stresses of college seemed almost insurmountable. Except, of course, for the parties, Spring Concert, Mai Fete, tanning on the steps of Evans, playing Ultimate on the Bald Spot, hanging out with friends whenever we wanted, and wasting away hours into the dead of night solving the great mysteries of the world. Among other things.

Well, the good news is that our 20\textsuperscript{th} (yes 20\textsuperscript{th}) anniversary is drawing near, offering us a not-to-be-missed opportunity to spend one weekend relieving stress with friends a little bit like we used to. Or to put it better, join us and reconnect with the people that we imagined would always be around. (Here's our chance to make \textit{The Big Chill} real.)

So mark your calendars – our reunion will take place on campus June 19-22, 2008. And don't just mark your own calendars – call your friends and connect with those people you haven't talked to in years. Let's get as many people together as we can for a fantastic 20 year reunion. And here's the best part - no test scores are required (and no bonus points if you remember your SATs!!).

You'll be hearing more from your reunion committee soon. To start things off, we're going to put together a profile of our class. Please fill out the enclosed form and send it in right away. Or, if you prefer, you can do it on the web at \texttt{http://apps.carleton.edu/alumni/reunion/bios/}.

In the meantime, circle the dates for next summer. The reunion will be a great time for all, so plan on it! We look forward to seeing you.

\textit{The '88 Reunion Committee}
CLASS OF 1983
REUNION COMMITTEE
Jackie Albright
Rob Alexander
Sharon Anderson
Katherine Underwood Arendt
Ramona Avallone
Heather Beal
Elaine Blatt
Jeff Blodgett
Megan Caldwell Brown
Chris Bystroff
Bill Chapin
Katie Clapham
Rob Clark
Jeff Cragg
Jon Darby
Katy Mancuso De Salvo
Jodi Saltzer Deeb
Megan Devlin-Petty
Martha Easton
Don Frost
Barb Behringer Geiser
Julie Onstad Godfrey
Sarah Goetz
Steve Gradwohl
Dave Scott Grench
Peter Gruman
Keith Harris
Jim Haughn
John Heinitz
Audrey Fisher Helminiak
Chris Hickman
Burt Jaynes
John Bleeker Klapmeier
Todd Larson
Sheila Pagelkopf LeGeros
Catherine Maggio
Russell Maier
Marty Morrissey
Ilze Stankevics Padegs
Laura Parsons
Amy Sager Patton
Greg Plotnikoff
Ken Potts
Leigh Ann Zimmerman
Schwarzkopf
Craig Scott
Denise Sergent
Brent Siegel
Susan Slocum
Lisa Rasmussen Smith
Brenda Carlson Stockdale
Elizabeth Stumbo
Patria Leroy Sullivan
Chase Turner
Sara Watson
Ted Weldon

April 2008

Dear Carleton 1983 Classmates:

As our reunion SAGA (Sexy A Generation Ago) continues, only one question remains:

Should I stay or should I go?

For some, this phrase will bring back memories of the song by the Clash. For others, it may be a more philosophical and existential question. Either way, we hope that the answer to the question is:

YES, I SHOULD GO TO MY 25TH CARLETON REUNION: JUNE 19-22, 2008!

Top ten reasons to attend (register online at go.carleton.edu/reunion):

1. Join the 60+ of our classmates who have already registered (to see the list, go to go.carleton.edu/reunion and click on Attendance).
2. Catch up with other classmates who have gone bald, still feel 18, and don’t know what they want to do when they grow up (to see bios of our classmates, go to go.carleton.edu/bios and create your own).
3. Bask in the time warp which protecst your back/knees/(name-your-body-part) when you throw a Frisbee on the Bald Spot, swing a baseball bat on the Hill of Three Oaks, or Shake A Groovy Appendage on the Sayles dance floor!
4. See Jimmy Haughn as a responsible grown up (a reassuring development to anyone who’s planning to bring kids)!
5. Be inspired by our well-deserved classmates earning awards at reunion: Anne Parson Wallin, Pipo Nguyen-duy, and Vickie Bertramson Sullivan. More info is enclosed.
6. Relax, knowing that it’ll be others who may have to stay at Olaf when they register too late (no joke, this happens).
7. Relish a spectacular program that gives time to learn, to play, or to just chillax (see enclosed schedule).
8. Sit in the choir loft of the chapel as the honored 25th reunion class – and try to behave yourself.
9. Register before May 1 and get a discount.
10. Reconnect with some of the most fascinating people on earth, who began the SAGA with you over 25 years ago....

We hope to see you in June!

Your 25th Reunion Committee
CLASS OF 1983 COMMITTEE
Jackie Albright
Rob Alexander
Sharon Anderson
Katherine Underwood Arendt
Ramona Avallone
Heather Beal
Elaine Blatt
Jeff Blodgett
Megan Caldwell Brown
Chris Bystroff
Bill Chapin
Katie Clapham
Rob Clark
Jeff Cragg
Jon Darby
Kay Mancuso De Salvo
Jodi Saltzberg Deeb
Megan Devlin-Petty
Martha Easton
Don Frost
Barb Behringer Geiser
Julie Onstad Godfrey
Sarah Goetz
Steve Gradwohl
Dawn Scott Grench
Peter Gruman
Keith Harris
Jim Haughn
John Heintz
Audrey Fisher Helminiak
Chris Hickman
Burt Jaynes
Jolie Bleecker Klapmeier
Todd Larson
Sheila Pagelkopf LeGeros
Catherine Maggio
Russell Maier
Marty Morrissey
Ilze Stankevics Padegs
Laura Parsons
Amy Sager Patton
Greg Plotnikoff
Ken Potts
Leigh Ann Zimmerman
Schwartzkopf
Craig Scott
Denise Sergent
Brent Siegel
Susan Slocum
Lisa Rasmussen Smith
Brenda Carlson Stockdale
Elizabeth Stumbo
Patricia Leroy Sullivan
Chase Turner
Sara Watson
Ted Weldon

April 25, 2008

Dear Carleton Classmate,

Remember when you came to Carleton as a sexy freshman? Did we say sexy? Yes we did. One of the first things you did was get your picture taken for your SAGA card, which not only got you some tasty chili and Fritos or a Salisbury steak dinner, but it was also your ticket for unlimited Leinenkugels from the keg at every Sayles Hill event and some incredible artistic performances. That SAGA card became as important to you during your time at Carleton as, say, your bifocals or your sensible shoes are today. Well, we all have to agree that we were, indeed Sexy...A Generation Ago!

We want you to come back to Carleton for our 25th Reunion: June 19-22, 2008. You began this saga with us in the fall of 1979, and while you didn’t don a sexy black gown and mortarboard in June 1983, you are still a very important part of our class.

Plan to come back to campus to see your friends and to make new ones. We’re planning some great activities like Womblatt on the Hill of Three Oaks, an art show, table talks, and just plain hanging out in the Burton lounge. There will be events for everyone, so bring your family or come alone – whichever works for you.

Check out our class website www.carleton83.info which has information about our classmates and our Reunion plans. You’ll also find an online bio book at go.carleton.edu/83bios to catch up on your classmates’ 25-year sagas.

Register now at go.carleton.edu/reunion. Don’t miss the chance to sleep in a single bed with scratchy sheets and share a co-ed bathroom!

Our 25th reunion is BIG! We get to sit in the choir loft at Convocation, dine in Great Hall (unfortunately, the food will NOT be prepared by SAGA), dance in Sayles-Hill, drink bottled beer, and snag the undivided attention of Carleton’s entertainingly loquacious “new” President! We want you to join in the fun!

By now you might be asking yourself,  
“Should I stay or should I go?”

We hope the answer to this question is:

YES, I SHOULD JOIN MY CLASSMATES AT THE 25TH CARLETON REUNION:  
JUNE 19-22, 2008!

Reconnect with some of the most fascinating people on earth, who began the SAGA with you over 25 years ago....

We hope to see you in June!

Your Class of 1983 Reunion Committee

P.S. The Carleton College database doesn’t have you as an official member of our class and we think you should be. Whether or not you can join us at our 25th reunion, please let Amy Goerwitz at the Alumni Affairs Office know if you want to officially rejoin our class. Just send an e-mail to amy.goerwitz@carleton.edu.
Esteemed Classmates-

When was the last time you cruised through the night and greeted the morning sun?

When was the last time you felt charmed and thrilled by everyone around you, or were surprised that everyone there had been waiting for you?

For just one weekend you can turn back the clock and get that.

Join us this June for our 30th Reunion.

Our class is remarkable. We’re amazing! Some of us are doing things you’ve heard about. Some of us are cutting edge. To a person, each of us is more alive than you are likely to meet in the routine of your daily life. In June you’ll be surrounded by people just like you! We connect. We engage. We care about what we do and the difference we make. And in the five years until our 35th you will not find a group of people who can give you a jolt like those everywhere around you in June.

The college makes a huge effort to accommodate our return. There are programs for us, activities for our kids, the campus is great, the Arb is, well, the Arb—always inviting and rejuvenating. Several new buildings and facilities and programs have popped up to encourage the developing landscape of tomorrow: a wind turbine that supplies 40% of Carleton’s energy, a new rec center (complete with an climbing wall), and by the time we arrive, the complete renovation of Northfield’s Jr. High School (the facilities part of Carleton’s Arts Initiative) will be underway. Carleton is alive and vivid and would love to show itself off to you.

This letter is the hard sell and it wrote itself. It wrote itself because of what you brought during our student years—you know, while the Earth’s crust cooled. You made Carleton a better place. You gave it something that made Carleton come alive. You (yes You) were a big piece of why people come back in June. We come back looking for You.

Wherever your life has taken you, Carleton was a beginning. Four hundred fifty-eight Zoo Book criters had their beginnings with you. Now we’re older, wiser, and more grounded. Be curious. Come see who we are. Listen. Talk. Have fun! Party on.

’Tis the season for resolutions! Resolve now to be with us June 19th to sometime on the 22nd. That’s Thursday to Sunday. Knock off a bit from one end or the other if you need the time, but come. Your kids and partners are very welcome! Make your plans and buy your tickets now.

Drive, walk or crawl if you’d like. If you’re awake, we’ll save you a seat for the sunrise.

Forthrightly yours,
Hello everyone!

Recently Carleton sent out packets of registration materials for this summer’s reunion.

Have you opened yours? Or maybe it’s buried with the junk mail piled on your desk, kitchen counter or dining room table?

Our 35th reunion is less than two months away – and if that seems like a long time from now, just think how fast 35 years have gone by! We want to encourage you to get that packet out now and make plans to attend what promises to be a good time.

What’s new this year?

Consider arriving on Thursday, June 19. The city of Northfield is planning a party and Carleton alums are invited. The evening will include:

- A “Taste of Northfield” dinner (Did you know Northfield now has two Indian restaurants?)
- A re-enactment of the famous (infamous?) bank raid by Jesse James and his gang.
- A contra dance (New England country folk dance).

We’ll finish the evening up with a ’73 alumni gathering in Sevy Lounge, our weekend headquarters.

What else is happening at Reunion?

- A Carleton golf tournament (also on Thursday). We need golfers to join the ’73 team.
- Strauss will offer You’re Historical, Maybe Hysterical, discussing how to write a Memoir or preserve your family history.
- Paul Stiegler will teach the new No Kiss, No Tell CPR.
- A Class of ’73 discussion on life transitions.
- Coed Rotblatt and a water balloon launch.
- A class conversation on “sustainability,” led by several of our classmates.
- A bonfire at Hill of Three Oaks, with songs, new and old, provided by Stiegler and Kaemmer.

And much more! If you’ve never been to a reunion before, the days are filled with activities – music, discussions, food and drink, exploring Carleton’s new buildings, wandering the Arb, a Parade of Classes, opportunities to chat with favorite faculty members. Most rewarding is the chance to connect with classmates you knew (or may not have known) at Carleton.

For more information or to register: Check out our Class of ’73 website, www.carleton73.com.

We want you there!

Your 35th Reunion Committee
Class of 2003
Reunion Survey

It's been a while, and we want to know what you're up to! Please take a few minutes to respond to the prompts below and send your completed form to Carleton College, Office of Alumni Affairs, One North College St., Northfield, MN 55057 by November 1st. Your responses may include writing, drawings, or photos. If possible, include a picture of yourself as well. The forms we receive will be copied and compiled into a Bio Book to be distributed to your classmates. If you'd prefer to respond online, you may go to www.carleton.edu/reunion and enter your answers electronically.

Since Carleton, I've traveled to... The company I've been keeping is...

Name: __________________________
I live in... __________________________
Freshman Year Roommate(s): __________________________
Freshman Year Floor: __________________________

In the past five years, I've been doing... When I get back to Carleton, I can't wait to...

(Current picture)
CARLETON CLASS OF 1973 REUNION UPDATE
Please print legibly in black ink

You won’t believe how many people want to know what you’ve been up to!
Feel free to include a recent photo, drawing, or other creative addition.

Name:

Where I live:

Best ways to contact me:

PAST: Events in your life you want to share:

PRESENT: What keeps you occupied?

FUTURE: What transitions do you anticipate?

Do you plan to come to reunion? _____ Yes _____ No _____ Maybe
If no, what’s your reason?

Send completed Reunion Update by November 1 to: Class of 1973, Carleton College, Office of Alumni Affairs, One North College Street, Northfield, MN 55057; fax 507-646-4445; e-mail ptrusty@acs.carleton.edu or fill it out online @ http://go.carleton.edu/reunion