ANNUAL REPORT FORM
To be completed annually and returned to the OAR by May 31

NAME AND LOCATION OF REGIONAL GROUP/CLUB

TOTAL # OF SIMMONS ALUMNAE/I INVOLVED WITH YOUR GROUP: ______

NUMBER OF EVENTS PER YEAR: _______ AVERAGE ATTENDANCE:

DO YOU PUBLISH A NEWSLETTER? _______ IF YES, HOW OFTEN?_____

DOES YOUR CLUB/GROUP COMMUNICATE VIA EMAIL? ______

DOES YOUR CLUB/GROUP MAINTAIN AN ALUMNET MINI-WEBSITE? ______

IF NO, WOULD YOU LIKE TO LEARN ABOUT BUILDING A MINI-WEBSITE?

________

DO YOU PUBLISH A DIRECTORY? _______ IF YES, HOW OFTEN?_____

SOME GROUPS HOST CURRENT STUDENTS AS THEY LOOK AT GRADUATE SCHOOLS
AND/OR HAVE JOB INTERVIEWS OUTSIDE OF BOSTON. DOES YOURS? ______

IF NO, WOULD YOU LIKE TO BECOME INVOLVED IN HOSTING STUDENTS? ______

PROGRAMS/EVENTS HELD THIS YEAR:
Date: Program/Event: Location: Attendance:

____ ________________ ________________ __________
____ ________________ ________________ __________
____ ________________ ________________ __________
____ ________________ ________________ __________
____ ________________ ________________ __________
____ ________________ ________________ __________

MOST SUCCESSFUL PROGRAM: ____________________________________________

ADDITIONAL COMMENTS OR INFORMATION:

IS THE GROUP ACHIEVING AND/OR SURPASSING ITS GOALS?

HOW CAN THE OAR BETTER SERVE YOUR GROUP?

SUGGESTIONS FOR TRAINING WORKSHOPS:
Additional comments about the year’s event planning and execution experience/suggestions for event planning timeline improvement (please be as specific as possible):

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Please submit via email to alumnet@simmons.edu or mail to:

Office of Alumnae/i Relations
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Boston, MA  02115

THANK YOU FOR YOUR FEEDBACK!