Prior to planning an event, check to see if there are other conflicting events already scheduled:
- View the Academic Calendar: http://www.cmu.edu/hub/calendar.html
- View the dates of national and religious holidays: https://www.timeanddate.com/holidays/us/

Be creative. Have fun. Think about a broad range of alumni interests and life stages. Make your event “Uniquely CMU.”

**Required:**
- Open planning meeting/dinner for volunteer recruitment and input (in person, conference call, Google Hangout)

**Social Events**
- Happy Hour
- Trivia Night/Puzzled Pint
- Bowling
- Scavenger Hunt

**Arts/Culture Events (check for group pricing)**
- Theatre Event
  - Consider including a talkback or backstage tour
  - Check with CFA for any alumni in touring companies
- Symphony/Orchestra Concert
  - Consider adding a tour of the location or a “meet and greet” with a musician
- Gallery/Museum Tour
  - Alumni associated with the exhibit or that have special expertise in the area, could lead the tour.
- Botanical Gardens

**Outdoor Events**
- City walking/biking tour
  - Alumni with knowledge of a particular part of the city and/or that are a local tour guide could lead the tour.
- Architectural tours – walking or biking
- Boat tour/cruise
- Hiking or Nature Walk
- Whitewater Rafting
- Kayaking

**Career Events**
- Lunch/Dinner with 12 Tartans
- Professional development lecture/workshop
- Career-focused panel, panel debate, or roundtable discussion
- Networking happy hour or speed networking event
Carnegie Mellon University
Alumni Association

Event Ideas
Updated February 2018

Community Service Events
- Food Bank
- Habitat for Humanity
- Ronald McDonald House

Educational Events
- Faculty Lectures
  - Networks should discuss faculty availability and funding with their staff partner.
- CMUThink Faculty Bookshelf
- Network or group participation in CMUThink Regional Events or Webinar Series
- Co-branded events with other alumni groups

“Foodie” Events
- Baking/ Cooking class
- Chocolate Factory Tour and Tasting
- Restaurant Week
- “Meet the Chef”
- Brewery/ Winery/ Cidery/ Meadery Tour and Tasting
- Whiskey/ Scotch Tasting
- Coffee/ Tea Tasting

Sporting Events
- Carnegie Mellon Tartans vs. local university teams
  - CMU’s athletic league includes Brandeis University, Case Western Reserve University, Emory University, New York University, University of Chicago, University of Rochester, and Washington University in St. Louis.
- Professional Sporting events – MLB, NFL, NHL, NBA, etc.
  - Baseball games are the most popular
- Streaming Buggy Races at Carnival
  - Host a Buggy watching event at a local alumnus’ home
- Coordinate a team to play with a local adult sporting league

Family-Friendly Activities
- Go-Karting
- Visit the Zoo/Aviary
- Visit a Children’s Museum/Science Center
- Hayride/Apple picking
- Summer picnic/Cook out
- Holiday gathering

If you are interested in coordinating an event, please fill out the Volunteer Interest Form and the Volunteer Confidentiality Agreement or contact your CMUAA staff partner.