

**Publicity Team
Minutes
September 14, 2009**

Present: Marty Wolf, Chinwuba Okafor, Elizabeth Dunn, Maureen Gibbon, Dominique Wilson

Minutes from the August 31, 2009 meeting were postponed.

Writing Contest:

- Writing contest suggested to focus on capturing a moment in time at BSU as a student when a breakthrough or “aha” moment happened.
 - The purpose of the assignment is to frame it in such a way that it invites personal stories about our mission-to help embody and give a taste of the mission.
 - Suggested 2-3 information session about the writing assignment and examples of breakthrough moments.
 - Information session suggested location: Scandinavian room During lunch time appx. 11-1
 - Give handouts to all English professors
 - Set up a table in the Union

- Maureen drafted guidelines for the BSU writing contest.
 - Guidelines for this contest come from what has worked from similar contests in the past.
 - Length: 1000-1200 was proposed that length wording be modified to state “approximately 1000 words long and no more than 1200 words. 1000words=appx 4 pages.
 - Full time student during Spring 2010
 - Anonymity, but have a title
 - Must be typed, double spaced, 1-inch margins all the way around
 - Numbered pages
 - Entry form will be fairly straightforward.

- It is possible to show the prompt to students early (one week early).

- Possibility of sending prompt to R.A.’s in the dorms

- Online students need access to the contest as well.
 - Send email and electronic entry form to online students?
 - Marty and Elizabeth will talk to Bob about this.

- No electronic copy essays will be accepted unless the student is an online student.
 - Maureen has access to getting electronic copies through email.
 - Dominique will work with Christine Harris on getting a login at the HS main office to download and print the emailed essays.

- Judging by Graduate Students-need 3-4 students
 - Reward for them, unsure but:
 - 1 credit for reading or
 - Monetary reward

- Student judging:
 - A rubric will be made.
 - Looser rubric in order to allow for the student’s personal voice to come through.
 - Major aspects of the rubric should be made clear to entering students (3-4 points):
 - Strong personal voice

- Relationship to true mission
- Standards of writing

Possible timeline for writing contest:

Mid-October-students should know about the contest

Information sessions in October

January 29th-actual start date

Feb 20th-Winners chosen in order for the winners to give a reading on Student Achievement day and have their name printed in the program.

Maureen will return at the next meeting.

Phase III posters, Faculty Staff Interview Project, and Mission to on-line Students was postponed