Publicity Team Meeting Minutes
November 19, 2008

Present: Elizabeth Dunn, MaryJo Chirpich, Chinwuba Okafor, Rose Jones, Andy Bartlett, Richard Hook, Becky Boe, Mun Yee Kwan

- Minutes from November 5, 2008 were approved and will be available on the website.

- HLC links will be available on the “About BSU” and “Administration” page. Rosie suggested a link from the electronic directory.

- HLC physical room is now located at Bridgeman 139. A “HLC” sign will be put on the door.

- Essay/Video Contest:
  - Provide different options for students to participate
  - Prizes: Tuition waiver, scholarship, bookstore certificate, gift certificate from computer store, cash. We may consider getting sponsorship from community businesses
  - Elizabeth, MaryJo, and Chinwuba will meet with the BSU foundation for a discussion on funding.
  - Elizabeth will talk to Paul Lindseth regarding the financial ramifications involved.
  - We have to investigate if there’s any MnSCU restriction on giving out cash as prizes
  - Andy and Becky will work on the assignment instruction/description for the contest.
  - Chinwuba will work on the rubric once the assignment instruction is ready. Basic criteria include: expressive, persuasive, connections, and clarity.
  - Two purposes: Facilitate discussion and increase awareness, and data collection for self-study.

- Union Activity:
  - Will begin in Spring
  - A poster/flyer will be created and posted on campus followed by the union activity. Students will express their understanding of the mission, vision, and signature themes on a wall-size poster.
  - Rosie will bring in different designs of E³ for poster/flyer at the next meeting.

- The next publicity team meeting is scheduled on December 3 (Wednesday), 2-3PM at Bridgeman 139.