Publicity Team
Meeting Minutes
April 6, 2009

Present: Marty Wolf, Elizabeth Dunn, Richard Hook, Rose Jones, Chinwuba Okafor, Andy Bartlett, Mun Yee Kwan

- Minutes from March 2, 2009 were approved and will be available on the website.

- BSUTube on Student Scholarship and Creative Achievement Day:
  - Video recording will take place at the pergola if weather permits. Otherwise, it will take place in Bridgeman.
  - Becky has recruited seven students to assist in this event.
  - Rosie will prepare posters for this event to be posted in Hagg-Sauer, Lower Union, and Bridgeman.
  - Winners of gift cards will be notified through email. Announcement will be made on HLC website and student portal.

- Phase II posters have arrived. Marty will distribute posters to each department chair at chair’s meeting. Rosie will distribute posters at Deputy. An email will be sent out to notify faculty and staff regarding the new poster.

- Becky and the student senate plan to run the interview project from April 21 to April 24. Marty will contact Becky for a meeting before the project begins. It was suggested to reach out to distance learners during Fall 2009.

- It was suggested to place door hangers at freshmen’s rooms while they are at orientation activities in Fall 2009.

- The team decided to provide partial sponsorship for first year orientation bags. Marty and Elizabeth will discuss and decide on the amount to sponsor.

- AY 2009-10 activities
  - Publicity activities should orient to the site visit in March 2010.
  - Include mission and HLC self-study as part of FYE orientation.
  - Forum to discuss the connection between mission, vision, signature themes, dimensions of learning, and liberal education.
  - Interview project.
  - Include examples of how the university is fulfilling its mission on posters and Insiders.

- Creative writing, art, and video contest: Elizabeth, Richard, and Maureen will be meeting for a discussion on this contest.

- Rosie will work on providing a link to the university’s mission statement and HLC from BSU website.

- Elizabeth will contact Virgil Bakken for updates on media project.

- The next publicity team meeting is on May 4, 2009. Mun Yee will send a confirmation email a week prior to the meeting.