

Notes from Council on Community Building Meeting
August 17, 2004

In attendance: Robert Baker, Dru Bookout, Roy Bond, Bobbie Harrison, Bill Neal, Susan Barkley

Update of events

The meeting started with an update of what was happening in each of our areas. This agenda item was suggested by Pablo Pascal at the last meeting.

Meeting for 2004-2005 and Timelines for the Wall of Honor Ceremonies

Meetings for fall and spring were scheduled and are as follows. All meetings are on the 4th Tuesday of the month at 2:00 PM in C110.

September 28, 2004
October 26, 2004
November 23, 2004
January 25, 2005
February 22, 2005
March 22, 2005
April 26, 2005

The fall **Wall of Honor** ceremony will be **Thursday, October 28, 2004** and
The spring ceremony will be **Thursday, March 24, 2005**

The following timeframes were established for the two ceremonies

Fall

September 13 – E-mail sent out to request nominations for honorees
Promotion by the Chronicle and ThunderBridge
September 24 – Deadline for submitting nominations for fall ceremony
September 28 – Council on Community Building selects honorees
Sept 29-Oct 26 – Notification of candidates, photographs scheduled, interviews,
Completion of frames and text for wall of honor prepared
October 26 – Meeting to plan ceremony
October 28 – Ceremony

Spring

January 26 - Email sent out to request nominations for honorees
Promotion by the Chronicle and ThunderBridge
February 10- Deadline for submitting nominations for spring ceremony
February 11- Council on Community Building selects honorees
Feb. 12-March 22- Notification of candidates, photographs scheduled, interviews,
Completion of frames and text for wall of honor prepared
March 22- Meeting to plan ceremony
March 24 - Ceremony

Actions

1. Susan will contact Steve to determine his availability
2. Ask Whitney to handle promotion in the Chronicle and Bridge and attach the nomination form to the Bridge
3. Dru will locate video to compare previous ceremony
4. Contact Rick Walker or Pat Spence to video ceremony.
5. Bobbie will update current will of Honor with new honor rolls
6. Nominations submitted at the SPAR office will be stamped with the date received

Correction of Draft of Student Wall of Honor Guidelines and Procedures and Nomination Form

The Council reviewed the draft of the guidelines and procedures document and nomination form. The final form is attached.

Campus Involvement

- Discussion on requesting agenda items from RLC
After minutes have been approved, they will be submitted to the campus along with an invitation to submit items to the Council that should be addressed. This will be done one week prior to the scheduled meeting.
- Bobbie Harrison will secure student participation by inviting presidents of club organizations to attend our meetings. A sign-up sheet will be posted in the SPAR office.
- We will ask Peter Irwin to follow up on a concern about campus cleanliness by asking Whitney to publish a list of building reps in the ThunderBridge.

Upcoming Events

- **September 13 send out e-mail and nomination form**
- **September 28 meeting 2:00 C110**