

Campus Life Taskforce Minutes

09/12/08 10:37 a.m.

Student Center Gym Classroom

Present: Barbara Campbell, Tiffany Cooper, Susan Foster, Lynn Goode, Noelle Hoyle, Mike Lipkin, Cindy Martin, Kimberly Snyder, Tina Porter, Engle Troxler, Bret Watson, Robin Wiggins.

Cindy welcomed new members present, and we each introduced ourselves.

No New Business.

Continued Business:

(Note: Items listed by category, not the chronological discussion order)

There was discussion of the need for a representative to distribute the Birthday list each month, and Noelle accepted the responsibility of sending out these monthly emails.

Environmental sub-committee (s-c) formed

- To meet at a time scheduled by the s-c
- Sub-committee: Noelle – lead, Kimberly, Engle & Robin
- Noelle mentioned Going Green workshops by Anna Lavistky, Arts & Sciences student & SGA Senator.
- The issues of addressing Wellness (smoking cessation, healthy lifestyle, etc) activities and Recycling were brought up; charge given to think of ideas for these topics at a later meeting.*

Discussion of a second event for this fall, per Dr. Myra Johnson's suggestion. The following two ideas were accepted:

2nd Annual Old Fashioned Family Fall Festival

- Possible date: Friday October 3rd, Saturday October 4th, Friday November 14th, Saturday November 15th
 - Pros/cons of date discussed: availability/prior commitments, length of notice, daylight, temperature, football season, more time to plan, etc.
 - Cindy to discuss this with Dr. Johnson and go with the date she chooses
 - If Oct date is chosen then an additional mtg will be called prior to the event
- Time: 5:00 or 5:30 pm
 - Volunteers to get there 30 minutes early to setup
- Place: Cindy's family's cabin
- Sub-committee: Cindy – lead, Bret, Jamey? (tba)
- Food – same supper as last year
 - Budget for food from some obscure fund from faculty/staff (Cindy to ask name of fund)
 - Cindy and Susan will shop for the food
 - Volunteers to bring:
 - Chili - ?
 - Slaw - Robin
 - Dessert – all of us?
 - Onions - ?
 - Beans - ?
 - Drinks – or buy drinks?

- Decorations
 - Volunteers to bring:
 - Flowers
 - Pumpkins
 - Hay
 - Other fall items
 - Robin to get some pics from last year's event from Mike G.
- Entertainment
 - Jamey to be asked if he will help with the music
 - Announcement for anyone to bring their instrument(s)
 - Games
 - Skeet shooting
 - Beanbag toss
 - Apple bobbing - need a tin tub
 - Train and Hay rides

Tiffin [defined as a light midday meal or snack]

- Possible date: Friday in early December
- Possible time: 11 am – 1 pm
- Sub-committee: Bret – lead, Tiffany & Noelle
- Suggested: brunch, potluck luncheon, midday snack, or sweets-swap?
- We were reminded of the Christmas party Tuesday December 2nd at 12 p.m.

HEALTH FEST 2008

Wellness & Health Career Fair

Tables

- Need at least 30, already have 20 (PE area has 4 (left by REACH), SGA has 12 tables, Robin will bring 4)
- Stephen Matheny is ordering ~ 10 tables
 - Someone will need to call 1 week prior to event to see if they are in or if we need to rent them
- Possibility of using other tables in the building
 - Possibility that maintenance didn't throw out all of the old tables – Bret to check
- Tiffany to ask V/SPs to bring own tables if they have them [in two weeks when she calls them]
 - If they need more than one, then will have to supply the additional tables
- Kimberly reported that Adaville Church doesn't lend theirs out

Promotion

- Email to encourage faculty to promote (Tiffany will do this again)
 - Send or bring students
- Kimberly received no response from her email to other Colleges; SGA will need a table setup near the registration table.
- Kimberly to send email to Rutherford County Schools giving details and encouraging them to bring their students
 - Tiffany to talk to Van Bridges about parking in case any buses need to park

- Susan offered metal sign holders for 11x17 laminated sign; may need more than she has
 - Kimberly mentioned that Thad has some from the golf tournament
 - Robin mentioned that Mike has a few
- Engle will make signs with directional arrows to be placed at prominent locations
- Tiffany to ask Russell about the electronic marquee

Setup & Signage

- Kimberly mentioned that the outdoor directional signs are currently being used by the Welding Dept; she will ask to use them for that day
- Engle reported that in lieu of using acrylic holders for the signs, she is making them to be free standing tent cards printed on card stock
- Engle clarified that the information signs on the tables will be for the career, not the specific V/SPs
- Engle passed around the flyer that Susan Straw modified – it looked great; some edits still need to be made
 - Tiffany asked if the \$25 charge for certain tests was on the flyer (it wasn't), then she mentioned that she is still trying to get a Rutherford Hospital representative to commit to the services
- PA system - used by emcee to make announcements (telecom. work order, sent by Tiffany)
- Maintenance work request sent for setup on Wednesday
- Bret has a hand truck in the gym
- Russell has a cart to loan
- Tina asked about traffic control: BLET or Campus Security; no one has requested any yet
 - Kimberly to contact Rick Gilbert about BLET students helping
- Cindy suggested that V/SPs who need help unloading should be directed to the closer lot, and those who don't need help should be directed to another lot
 - Kimberly to give Tiffany a map to direct V/SPs to these locations
- Volunteers (including students) needed to facilitate unloading & setup
 - Tiffany has begun recruiting student volunteers to help V/SPs unload the morning of the event
 - Some of us will need to be available to help direct and unload the day before

Refreshments

- Kimberly reserved President's Dining room as V/SPs respite area
- Kimberly asked SGA about providing bottled water, and they agreed to do this
 - Tiffany asked for ~200 bottles of water
 - Engle requested ~200 apples - prewashed
 - These are to be set at the SGA table with the apples for all to enjoy; some will go to the President's Dining room for the V/SPs

Door Prizes - we all need to be acquiring items*

- Russ providing tickets to Foundation shows
- Many people on campus are donating items [per Tiffany's email request 9/9/08]
- V/SPs will bring items with them
- Tiffany suggested a drawing every 30 minutes, and must be present to win; maybe give a prize to the first 20 in the door?
- Robin mentioned that Mike Gavin may not be able to provide small plastic sacks due to budget, but he may be able to acquire some from local companies

Other Logistics & Miscellaneous Mentions

- Russell is working with Rick on the electrical needs.

- Mike Lipkin is scheduled for TKD demo at 12:30
- Tiffany asked if we should have background music
 - Cindy suggested that maybe Jamey or Mike L. can play
 - Susan suggested that there would be too much noise
 - Engle mentioned that it might interrupt the demos
 - Tiffany reported that there are only 3 demos scheduled
- Tiffany mentioned that Dr. Johnson will welcome everyone at the opening of the fair, and that we may cite the Pledge of Allegiance

Next meeting: Friday November 21 at 10:30 a.m. (Cindy asked if Fridays still seem to be good for the standard mtg time??), unless a mtg is called prior to discuss 2nd Annual Old Fashioned Family Fall Festival.

The meeting adjourned at 11:46 a.m.

* Denotes task all of us on the committee need to work on until the next meeting