

**UNCP Student Publications Board
Minutes of 10 September 2010 Meeting**

Present: Dr. Judy Curtis, Dr. Karen Helgeson, Sara Oswald, Dr. Lisa Schaeffer, Dr. Michael Spivey, Kayloni Wyatt, Chantel Moore, Sharissa Dice

Excused: Brittany Raines

1. The meeting was called to order at 3:35.
2. The minutes of the 30 April 2010 meeting were approved.
3. The agenda for the 10 September 2010 meeting was approved.
4. **Report from the Chair:** Dr. Curtis welcomed new board members Kayloni Wyatt (*Pine Needle* Editor), Chantel Moore (*Indianhead* Editor), Dr. Michael Spivey (Faculty Representative), and Sharissa Dice (SGA Representative). The new *Aurochs* Editor, Brittany Raines, has a dental appointment and cannot be here today, but she will be at the next meeting. Since this seems to be the best time for everyone, the remaining meetings this semester will be on Friday afternoons: 8 October and 12 November. Dr. Curtis noted that the SPB Manual has not been updated in several years, so that's something we should consider doing this year. She reported that Denise Carroll from Business Services has agreed to attend our October meeting to answer questions about the bidding process and other business-related issues that affect student publications.
5. **Other Reports:**
 - 5.1. ***The Aurochs:*** Dr. Helgeson summarized the information in her written report¹, which is appended to these minutes. Kayloni Wyatt offered to run an ad in the next issue of *The Pine Needle* to publicize the deadline for submissions for the next issue.
 - 5.2. ***Indianhead:*** Ms. Oswald reported that all 1,300 copies of the 2010 yearbook were distributed by graduation, so an additional 300 copies were ordered and delivered over the summer; the print run for the 2011 edition will be increased to 1,600. New computers and software were delivered over the summer. Chantel is in the process of recruiting Section Editors. The dates for yearbook portrait sittings will be Tuesday, 28 September, through Friday, 1 October; this will be publicized by flyers, email, postcards sent to seniors, and at the yearbook table at Pembroke Day; Kayloni offered to run an ad and/or a story in the next issue of *The Pine Needle* on this as well.
 - 5.3. ***The Pine Needle:*** Dr. Curtis reported that the first issue is on the newsstands now. The paper was required to go through the bidding process this year; *The Robesonian* got the bid to print this year's issues. New staff have been hired, including Hayley Burgess as Managing Editor and Nick Phillips as Sports Editor. Editors will be issued iPads. *The Pine Needle* was published during the summer—on the web, but not in print. There are some concerns about the website which she has been discussing with Lawrence Locklear.
 - 5.4. **Associate Vice Chancellor:** Dr. Schaeffer thanked the advisors for submitting their assessments of last year's activities. Student fee forms will need to be submitted sometime this month, and she will forward the files when she receives them.
6. **Old Business:** none
7. **New Business:**
 - 7.1. The board should update the SPD Manual this year and link it to our website.
 - 7.2. If a location has not been chosen yet for the NCCMA meeting in the spring of 2012, we should consider offering to host it at UNCP.
8. The meeting was adjourned at 4:45.

Respectfully submitted,

Sara Oswald, Secretary in Rotation

¹*The Aurochs* Report for the Student Publications Board meeting on 10 September 2010

1. We hope to fill the assistant editor positions for *The Aurochs* by the end of September.
2. We have reserved a table for Pembroke Day. Members of the literary magazine production class will be there to help the *Aurochs* and faculty advisor promote the magazine and advertise the deadline by which students may submit their poetry, fiction, creative nonfiction, and artwork for consideration for publication in the Spring 2011 issue.
3. We are making new flyers promoting the fall deadline for submissions. The deadline is 16 November 2011.
4. New wooden display cases were ordered last spring and arrived just after graduation. Craig Wilson, last year's editor, put together (i.e. built-no small feat!) the four display cases and placed them in Dial, the DC, Locklear Hall, and the Livermore library so that students would be able to get copies of *The Aurochs*.
5. The literary magazine production class is making explanatory signs to accompany the new magazine display stands. Specific students in the production class are responsible for ensuring that there are copies available in each stand.
6. Beginning next week, the literary magazine production class will meet in the magazine's DC Annex office. Earlier this semester, we submitted a request for quotes for equipment for the office. Once we receive that information, we will submit requisitions for approval so that we will have what we need when the actual production work on the 2011 issue begins.
7. We also have made progress on the development of *The Aurochs* website.