

Student Publications Board (SPB)
Minutes for Friday, November 12, 2010
UC Annex, Room 203 at 3:30 p.m.

Present: Dr. Judy Curtis (Chair) and *Pine Needle* Faculty Advisor; Sara Oswald, *Indianhead Yearbook*, Faculty Advisor; Dr. Lisa Schaeffer, Associate Vice Chancellor for Student Affairs; Kayloni Wyatt, *The Pine Needle* Student Editor; Chantel Moore, *The Indianhead* Student Editor.

Excused: Dr. Karen Helgeson, Dr. Michael Spivey, Brittany Raines, Sharissa Dice

- I. **Call to Order.** Dr. Judy Curtis called the Student Publications Board (SPB) meeting to order at 3:40 p.m. in the University Center Annex, Room 203.
- II. **Approval of Minutes.** The October, 8, 2010, minutes were unanimously approved. Praise was generous for the secretary of that meeting, Dr. Schaeffer.
- III. **Approval of Agenda.** The November 12, 2010, agenda was unanimously approved.
- IV. **Report from the Chair.** Dr. Curtis reported that the SPB Chair will now be listed as an official member of the Student Affairs and Campus Life Committee in The Faculty Handbook. Dr. Curtis also reported renewed discussion about the possible elimination of the Activity Period.
- V. **Reports:**
 - A. ***The Aurochs:*** no report
 - B. ***Indianhead:*** Sara Oswald reported the yearbook accommodated graduate students with evening opportunities to have their pictures taken. There were more seniors and graduate students photographed this year. A written report is attached below.
 - C. ***The Pine Needle:*** Dr. Judy Curtis reported the students were able to produce 12 pages in both A and B sections. Two of the senior staff will be graduating in the fall, but many are returning. There will be two more issues published in the fall semester.
 - D. **Associate VC for Student Affairs:** Dr. Lisa Schaeffer said she had no report but would have more to discuss in January.
- VI. **Old Business:**
 - A. Due to the some key members not being present, it was agreed to move discussion of old business to the spring.

VII. New Business:

A. No new business was reported.

VIII. Announcements:

- A. Dr. Curtis reminded members about the opportunity to join the Friends of the Library to support student scholarships, library programs, and library acquisitions such as audio books.
- B. Dr. Schaeffer reported there will be a special inaugural week of activities in the spring as part of Chancellor Carter's inauguration. Part of the events will be faculty involvement in the Last Lecture Series.

IX. Adjournment: The meeting was adjourned at 4:11 p.m.

Respectfully submitted,

Dr. Judy Curtis, Secretary in Rotation

Indianhead Report for 12 Nov. 2010 SPB Meeting

1. Portraits for the 2011 yearbook were taken by Thornton Studios on T, 9/28-F, 10/1. This was publicized with an ad in *The Pine Needle* (Thanks!), e-mail, posters, and flyers. Turnout was lower than we hoped it would be, partly because it rained heavily for several of these days and partly because Pembroke Day was late this year, removing one of our opportunities for advance publicity. As a result, we scheduled make-up sessions on T, 10/19-Th, 10/21; the dates were chosen to coincide with Grad Finale. At the request of Dr. Sara Simmons, we scheduled additional make-up sessions, including evening hours, on T, 11/2-Th, 11/4, in the hopes of increasing the number of graduate student portraits. The preliminary tallies are shown below.

Class	2011 Portraits	2010 Portraits	% Increase(+)/ Decrease(-)	2009 Portraits
Seniors	220	203	+8%	195
Grad Students	26	13	+100%	3
Juniors	67	62	+8%	71
Sophomores	47	56	-16%	47

Freshmen	72	34	+112%	42
Total Students	432	368	+17%	358

2. Denise Carroll has approved our request for a sole source purchase for printing the 2011 yearbook, so we will once again be using Herff-Jones, our preferred printer over many years. We have developed detailed specs and obtained other information needed to prepare an RFP for the 2012 book; Sara Oswald will meet with Purchasing in February 2011 to begin work on this.
3. Now that we have approval for our printer, the cover has been submitted, as have the pages for our first signature; additional pages will be sent next week and for the rest of the semester.
4. Group photos for the Organizations section are underway; almost 25 groups have been photographed so far.