



CALIFORNIA STATE UNIVERSITY, STANISLAUS

PHI KAPPA PHI – CHAPTER 282

Phi Kappa Phi Executive Committee Meeting

Friday, November 21, 2008

2:00 p.m.

MSR 130C

Minutes

Present: J. Herring, T. Lunt, K. Potts, P. Stepro, V. Sundar, L. Winters

J. Herring called the meeting to order at 2:05 p.m.

1. **Minutes from the October 17, 2008 meeting were approved as written.**

2. **Treasurer's Report - V. Sundar**

A review of expenses for both the State and Trust Accounts for past budget year 2007/08 shows a major portion of the Trust Account Budget went towards food for the Phi Kappa Phi Initiation Ceremony. Some suggestions made to reduce costs for the event were to have the RSVP far enough in advance to ensure a more accurate count of attendees, and to try and get some items such as plants and floral arrangements donated or loaned.

Old Business

3. **Increase Annual Chapter Dues – J. Herring**

Discussed keeping chapter dues at \$5 for new initiates and increasing the dues for membership renewal to \$10, \$15 or \$20. Last year PKP Chapter 282 received a total of \$245 from chapter dues. J. Herring proposed to once again send a survey out to PKP members to vote on increasing chapter dues. L. Winters will send her information from the survey for a fee increase that was sent out this past year. J. Herring will review and make a proposal at the next meeting. A suggestion was made to have PKP National do a zip code search to find out how many active and inactive members are in our area.

4. **Status Reports from Chair Persons for Activities/Events**

a) **Contacting Honors Program Director J. Tuedio to Promote PKP to Honors Students – T. Lunt**

Helena Janes might be a better source of contact and T. Lunt will pursue contacting her. The goal would be to present to students during the first week of classes in the spring. J. Herring will contact PKP faculty and give them a list of students to contact.

b) **Graduate School Information Session – W. Olmstead**

W. Olmstead was not present to report. Item tabled for next meeting.

c) **Display Case – J. Herring**

L. Winters will send an email out to PKP members asking for volunteers to update the PKP display case in the library once each semester.

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- d) **Study Abroad** – T. Lunt
Becky Mirza has displays in her office about the PKP Study Abroad Scholarship, and she routinely mentions it to her student applicants.
 - e) **Warrior Book Collecting Contest** – K Potts
K. Potts spoke to Dean Bengston about co-sponsoring the event, and he is in favor of it. T. Lunt will check into applying for the literacy grant as a means of helping fund the book collection contest. The grant would help fund the prize structure and fund book purchases to add to the library's winner's collection. Book plates could be printed with the PKP emblem and the contest winner's name, and placed in the books.
 - f) **Theatre Production During PKP Week** – J Herring
J. Herring will discuss the cost of the theatre production with J. Mayer. A suggestion was made to have a bucket/container at the door where people could drop in donations on their way into the event to help fund the event.
 - d) **Literacy Grants** – P. Stepro
Deferred until next scheduled meeting.
 - e) **Speaker Writing Contest** – J. Herring
Deferred until next scheduled meeting.
5. **Faculty Nomination Process – Review Nomination Form** – L. Winters
The Faculty Nomination Process form reflecting the revisions suggested at the last meeting was reviewed. The Executive Committee members present voted unanimously to adopt form.
 6. **Alumni and Community Recognition – *The Turlock Tuesday Meeting Club*** - N. Taniguchi
N. Taniguchi was not present to report. Table for next scheduled meeting.

New Business

7. **Naming Opportunities at PKP Headquarters** – J. Herring
PKP National is accepting donations for naming opportunities at the new headquarters building. One of the opportunities is for commemorative bricks. For a donation of \$250, a brick will be engraved with a chapter's name. It was decided to wait to act on this until the Chapter has a better grasp on what expenses will be for the 2008/09 budget year.
8. **President's & Provost's Scholars – Attendance at PKP Initiation Ceremony** – J. Herring
Since the President's and Provost's Scholars have their own ceremony, it may not be appropriate for PKP to honor them. It was suggested the scholars be acknowledged in the PKP Initiation Ceremony program by placing an asterisk next to their name and noting whether they are a President's or Provost's Scholar.
9. **Review of Activity/Proposal Form** - J. Herring
The form that was sent out to members last year listing the criteria for proposing an activity during PKP Week was reviewed. The dollar amounts will need to be determined for the support of PKP Week activities. The form will be updated and sent out the first part of February.
10. **CSU Stanislaus – Phi Kappa Phi Chapter 282 Website** – L. Winters
Phi Kappa Phi Chapter 282 website is in need of updating. L. Winters will research other chapter websites and work with Trung Tran, the graphic designer for Academic Affairs, to update the Chapter website.

11. Halloween Book Drive – J. Herring

The Halloween Book Drive was a huge success. Over 300 books were donated, and approximately 200 books were handed out to trick-or-treaters on Halloween. This is a PKP event worthy of continuing to do in the future. There were about 100 books left over from the event, and it was decided that the books should be kept for next year's event. J. Herring will store the books at her home.

Meeting adjourned at 3:20pm.

Respectfully submitted,

Lori Winters, Recording Secretary

:ljw 11/26/08