

## **Society for Technical Communication Steering Committee Meeting Minutes**

**Date:** November 5, 2008

**Meeting Started at:** 6:40 p.m.

**Absences:** Eric Thomas, Belle, Enneesa Hahn, Kelly

### **Discussion Topics:**

*Speaker Series* – Matt Monte, Erin Kauppila and Lauren Czarnecki have been finalized by Stephen to appear and participate in the Speaker Series. The Speaker Series will take place on November 19 at 6:30 p.m.

*Bake Sale* – Belle has finalized the Bake Sale for this semester. It will take place in the Fisher Lobby between 9 a.m. and 3 p.m. on November 19.

*Poster* – Stephen found a printer in Calumet (3x5 for \$67.50) seems to be a good deal. Stephen will look into the Copper Island Printer as well.

*World Usability Day* – We are still deciding upon a moderator to attend WUD. There will be a meeting at 3:30 p.m. today with Karla Kitalong. Stephen will go to the meeting. We also received questions from Marika and will finalize the details for WUD.

*Recruiting* – Haven't heard much from the local high schools. Belle is still waiting to hear from Hancock High School and Marika will be looking for more.

*Statue Building* – We received information about Statue Building from Blue Key this week. Because the Chapter is currently so small, we are thinking of asking the PCAE if they would be interested in making a statue with us.

*Communiqué* – Cassie is asking faculty and students to contribute. Talked about printing issues with Marika.

**Meeting adjourned at: 7:10 p.m.**

Minutes submitted by Cassandra Brabon, STC Chapter Secretary