**Minutes**

**Student Publications Board Meeting**

17 April 2019

3:50 p.m.

D.F. Lowry, Room 120B

**Committee Members Present**: Ms. Amy Williams, Faculty Representative and Chair; Dr. Karen Helgeson, *Aurochs* Advisor; Ms. Sara Oswald, *Indianhead* Advisor; Ms. Darlene Natale, *The Pine Needle* Advisor; Ms. Leslie T. Bell, SPB Financial Manager and Director of Academic Resources; Alex Smith, *Indianhead* Editor; Mason Miller, *The Pine Needle* Editor

**Guests**: Jordan Curtis, Ky’Aire Goode, Megan Munroe

I. The meeting was called to order by Ms. Williams at 3:50 p.m. in D.F. Lowry 120B.

II. The minutes from the 19 February 2019 meeting were approved.

IV. The agenda for the 17 April 2019 meeting was approved.

V. The guests left the room while the SPB members reviewed their application forms for Editor-in Chief of *The Aurochs*, *The Pine Needle*, and the *Indianhead* for the 2019-20 academic year, followed by discussion of each candidate’s qualifications for the positions. Each applicant was interviewed separately and responded to questions; a vote was then taken on each candidate, resulting in the following:

A. A motion to approve the selection of Megan Munroe as Editor-in Chief of *The Aurochs* for the 2019-20 academic year carried unanimously.

B. A motion to approve the selection of Ky’Aire Goode as Editor-in Chief of *The Pine Needle* for the 2019-20 academic year carried unanimously.

C. A motion to approve the selection of Jordan Curtis as Editor-in Chief of the *Indianhead* for the 2019-20 academic year carried unanimously.

VI. Reports

A. *The Pine Needle*: Mason Miller reported that the fifth and final issue for the spring semester has been printed and distributed.

B. *Indianhead*: Alex Smith reported that production of the yearbook is not completed yet, but she, the other editors, and the staff are working on getting everything done as soon as possible. Ms. Oswald noted that because books will not be delivered to campus by the end of the semester, they will be mailed to all graduating seniors who request them, as was done last year.

C. *The Aurochs*: Dr. Helgeson reported that the special double issue for 2017 and 2018 will be sent to the printer by the end of the semester. The deadline for submissions for the 2019 issue is 10 May, and she and Megan Munroe will work on that issue over the summer to get them back on track by the start of the 2019-2020 academic year.

D. SPB Financial Manager and Director of Academic Resources: Ms. Bell reported that student activity fees for 2019-2020 have finally been approved. This will not affect student publications this year, but she will inform the advisors when the process begins in Fall 2020 for the following year’s fee requests.

VII. New Business

A. Ms. Williams welcomed the newly-selected editors and noted that this is the final meeting for this academic year. The first meeting for 2019-2020 will be scheduled for sometime in September, based on everyone’s Fall 2019 schedule.

B. Based on some of the discussion during the interviews, it was agreed to plan a workshop or seminar on InDesign and other topics for new and returning staff members, to be held in August 2019, possibly on a Saturday.

VIII. The meeting was adjourned at 5:01 p.m.

Respectfully submitted,

Sara Oswald, Secretary in Rotation