

Golden Gator Committee Minutes, 9/13/07

Members (x= in attendance):

Tom Caswell

X Julie Frey

Ayola Singh-Kreitz

X Jeff Stevens

X Susan Stewart

Tracy Zwillinger

1. The committee confirmed that we have 10 categories, the same number as last year, but with a couple of changes. Periodic Writing has been removed and Annual Publications has been added.
 - News Releases
 - Annual Publications
 - Brochures
 - Magazines
 - Newsletters
 - Visual Design
 - Photography
 - Web/Interactive Media
 - Electronic Media: wideo, DVD, film
 - Communication Programs and Special Events
2. The committee reviewed the revised entry form/FAQ sheets and the online contest description pages. Changes/additions for both the form and the Web site were noted.
3. Julie will make changes to the contest and category descriptions; Tracy will update the entry form (after receiving the markup copy from Susan or Julie). Jeff will implement the changes to the Web pages and create a test site for viewing. Susan will work on a written judges-request, and a third drop-off location for entries.
4. Panel chairs and judges are needed – start thinking about professional groups we could ask to help, as well as UF professors or outside professionals who would be qualified to judge the 10 categories. We will likely assign two categories to a panel, as we did last year.

5. *The committee discussed judging chairs and decided to use the term "panel chair" instead. It was also discussed whether or not the chairs should be able to judge. The decision is that they will judge, but only if their own entry isn't in the category or their department/unit/college doesn't have an entry in that category(ies).*

6. Susan reported a location and date/time for the informational meeting for interested entrants: *Tuesday, Oct. 2, 10:00-11:30, Rm. 282 Reitz. The meeting likely won't require 1 ___ hours, but it's been scheduled, just in case. It would be nice if all committee members attend. We can all help answer questions.*

7. Julie volunteered to help Susan organize the entries once received in November...to check for proper logo use (disqualify any without proper logo use), and document the entries, etc. before distributing to the panel chairs. We could use the assistance of at least one more person, as well.

Future Meetings: Sept. 21: 112 Tigert, 9-10:30 a.m.