December 20, 2013

Update and Minutes from Dec. 10, 2013 Mtg

Present: Paul, Jessica, Kari, Saloni, Nadia, and Kirsten communicated not able to attend.

First, Thank you to every one for your interest in participating, together we look forward to building a University tradition that creates change and has a global impact in sustainability and energy conservation, while having fun, meeting others with similar interests and building a lifelong network of friends and colleagues.

This experience will build leadership, communication, organization, planning, team participation and many other professional skills essential for competing in the job market.

Discussed:

* Individual’s goals and motivation for participating
* Scope of event, Roles and duties of the competition organization team (COT)

Pleased to announce the roles are exactly as you asked:

Jessica – Technical and Event Manager

Kari- Behavioral Change and Event Manager

Nadia- Marketing and Building Captain Manager

Saloni- Is eager to do everything so you will get the pleasure of working with all the team and further defining your role as the event progresses.

Also Jessica and Kari the event planning will need two heads to prevail so you will team up for that component.

* Discussed timelines – time line to follow closely to CCN recommendations with the event taking place from March 2 thru March 22, 2104. With the 2 week baseline in February, immediate preparation over winter break is to prepare for recruitment drive in January as soon as semester begins.
* Social media – Jessica will be working with me to set up a Facebook page and event
* Winter break availability- all would be available via e-mail
* Other concerns mentioned were amount of time demanded from managers and the commitment being manageable- The preparation leading up to the event will utilize 2-5hours per week recruiting, planning, building and training your team, and marketing getting the word out to motivate the campus community. 2-5 hours should cover most of the weekly participation, with the final push week and competition period having some weeks with 5-10 hours. This time frame per week will be broken down into smaller manageable times like 1 hr meeting, ½ recruiting presentation, 1 hour planning meeting etc….
* For most of you this is your first experience of this kind and some anxiousness is mixed in with the excitement, I assure you that energy will be focused and put to good use making your experience a memorable one that you will be proud of for years to come.

Updates:

* The signatures were completed thus making our registration official.
* Amy Lou from the Student Senate Committee signed as the student group support member, and pledged to help us contact organizations for the January recruitment drive.
* The Big Ten competition meeting took place and we are on the list for participating

So far these are the BIG Ten schools competing:

* Ohio State
* Minnesota
* Wisconsin
* Illinois
* Penn State
* Nebraska
* Winter break to do list- Pursue funding donations, research and obtain marketing avenues, pursue further campus administration support, create recruitment drive plan, logo design, internal campus competition design, brainstorm prize options and trophies possibilities, and plan kick-off events, brainstorm for final celebration event.

There has already been activity on the above topics, your insight and creativity is very much needed and appreciated.

Also reminder: <http://competetoreduce.org/ccn/plan.html> is where you can access recommendations and good insight as to how the event will take place.

Being the inaugural event we get to create the event with our own personal touch.

The next communication will be the first week of January.

Have a great Holiday and New Year’s!

Thank You