

## **Service and Partnerships Committee Minutes Fall 2019 Board Meeting**

Date: September 19, 2019

In Attendance: Leigh Dillard, Kaine Ezell, Jessica Heller, Tim Helwig (chair), Katie Mudd, Terry Phelps, John Pruitt (SKD), Kaitlynn Sass, Claire Seale, Charlotte Speer (SKD), and Dave Wendelin (NEHS)

Tim thanked the members who reviewed student applications for the committee throughout the year.

The committee reviewed and accepted its proposed recommendations for the updated Strategic Plan, which Tim will forward to the Strategic Planning Committee.

The committee discussed plans for strengthening our student members' applications for the Penguin Random House internship. First, we will collect this fall a list of "best practices" for writing cover letters (Terry Phelps will investigate), writing resumes (Jessica Heller has already provided a list), and conducting phone interviews (Tim Helwig and Elfi Gabriel will compile). Additionally, Tim and Elfi will conduct phone interviews in mid-October with our Penguin finalists for the spring 2020 internship. The committee discussed contacting Kristen Capano for advice for applicants preparing for the phone interview; Tim will contact Kristen.

Dave Wendelin provided us with an update about the new internship partnership with NCTE. The details are available in a document posted on Dropbox. Tim and Kaine Ezell will develop the judging criteria prior to the application deadline in June 2020; the finalists will be forwarded to NCTE for their consideration in July 2020. Dave noted that NCTE seems willing to consider other kinds of partnerships with us, a discussion the committee should continue into the new year.

Kaitlynn Sass provided an update about the Student Leadership 2019-2020 Service Project, explaining that the student leaders have created their own promotional videos that will appear on our YouTube channel and all Sigma Tau Delta social media platforms. The fundraising challenges (\$250 for larger chapters, \$125 for smaller chapters) will be promoted in *Footnotes*, and Tim will contact the Regents asking them to promote the challenges in their email blasts. In order to reward chapters that meet the challenge, we plan to acknowledge them through an announcement in the 2020 convention app, and to give them some "swag" provided by the Dolly Parton Imagination Library (DPIL) and/or Sigma Tau Delta headquarters. Tim will contact Central Office to inquire about contacting the DPIL. We also need to set up two deadlines for chapters to submit their raised funds, probably sometime in January and again at the start of convention.

The committee discussed its plans to promote the internship stipends, along with our various internships. In addition to adding internship stipends to the Scholarship Workshop at convention (already approved by the Convention and Scholarship Chairs), we hope to staff a table during convention for students to ask questions about internships, internship stipends, and scholarships.

SKD representative Charlotte Speer provided an update that the possibility of an internship at Calhoun Community College remains a work in progress. SKD representative John Pruitt provided an update that he sent out a recruiting email to over 200 prospective chapters of SKD.