

THE Quarterly

by the nacurh services and recognition office



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CAACURH: Mike
GLACURH: Megan
IACURH: Jess
MACURH: Charles
NEACURH: Brandon
PACURH: Tomás
SAACURH: Gretchen
SWACURH: Jen



Mike Leichner
NSRO Director

Hey NACURH!

By Mike Leichner, NSRO Director

The University of Washington is excited to introduce you to the NACURH Services and Recognition Office (NSRO). As the first hosts of the NSRO, the UW is dedicated to providing resources to all NACURH members while still providing resources that were previously offered by the NRHH National Office, which was hosted by the University of Wisconsin at Whitewater.

This summer the NSRO staff worked on transitioning the office: from Whitewater to Seattle and from the NRHH National Office to the NACURH Services and Recognition Office. While the second part of this transition will take place over the upcoming year as we continue to develop the resources that will be offered to member schools, we have worked as a group to maintain many standard resources.

Here's a brief synopsis of what members of our staff have been up to since June: the NRHH website has been updated, national OTMs continue to be awarded to the outstanding leaders and programs around the nation, and development of new merchandise items continues to be a priority for our staff.

I look forward to working with all of you during the upcoming year. Make sure to contact myself or other members of our staff throughout the year so that we can make sure your requests are being taken care of. I will leave you with one important reminder: All affiliations (including NRHH) are now being processed by the NIC, which is hosted by the University of Missouri Rolla, so send your checks to them.

Over the past few weeks, we sent someone to each regional conference and I hope that you had the chance to provide some feedback for our office. With all of the changes that have taken place, it is important for you to provide feedback so that we can continue to provide the services you expect from us.

Thank you all.

CONTENTS

- | | |
|----------------------------|------------------------|
| 2 Pillar of Focus | 6 Merchandise |
| 3 Message from the Staff | 7 The Regional Word |
| 4 National OTM Winners | 8 Office Information |
| 5 National OTM... | |

Pillar of Focus

Recognition

By Brandon Knox, NSRO AD of Campus Relations



Brandon Knox
NSRO AD Campus Relations

Recognition – one of the three pillars of the NRHH – is so easily overlooked and neglected. Recognition, however, can motivate, invigorate and strengthen a leadership body. It can be an aid to retaining members and is key to building and maintaining a successful leadership program. Take advantage of recognition for its many benefits to your chapter if not for the good feelings that we all get when recognizing another and when we ourselves are recognized. Presented here are only a few examples to get you going, so be creative!

“Liter of the Week” is a recognition program that’s been done here at the University of Washington for the past several years. Each and every week, nominations are taken to recognize an outstanding residence hall student leader (members and nonmembers alike may be nominated) from the previous week. Nominations come from members, residence hall students and residential life staff. One leader is chosen from the nominations and is recognized at their hall council meeting by being presented with a liter of soda (or other drink of their choice), a special NRHH cup and a certificate. We also announce the winner at the weekly RHSA meeting and post the winner on our chapter website. This program is quick, easy and a great way to recognize leaders that often fall through the cracks between OTM submissions.



NRHH Symbol

The world’s most precious gem, the Diamond, surrounds the links of Caring, Dedication and Participation that make up NACURH. Blue is for Loyalty and white is for the blank page, that is ready to be written on.

“Pillar Points” is a recognition and incentive program that was implemented at the University of Wisconsin – Whitewater last year and is also present at other Universities. The spirit of this program is that members get points for participating in specific NRHH activities such as leadership development workshops, conferences, program presentations, service projects, and recognition initiatives. Many derivatives could be created for recognizing members who participate in the program. They could be recognized quarterly for a specific level of involvement which would be determined by the number of points that they have. The most involved member could be recognized with a special certificate or pin at the end of the year. The possibilities for adapting this program to fit the needs of your school are endless!

“OTM of the Year” is a great way to help your chapter reflect on the year’s accomplishments and bring more recognition to some outstanding OTMs. This program is very simple. All of the OTMs submitted by the school are compiled by category and a special OTM committee reads and selects one from each category as the best of the year. These OTMs can be recognized with a special certificate, a plaque or something else creative.

There are so many more examples of great recognition programs, but I hope this got your creative wheels turning! I encourage you to talk to other schools at conferences, go to be recognition presentations and to be creative when developing new recognition programs for your school.

Message from Staff

Welcome to Seattle & the State of Washington

Quick Facts:

Major Industries: aerospace, computer software/IT, electronics, medical equipment, wood products/timber, food products, fish-processing

Did You Know?

Seattle is an international city. In 1962 the World's Fair was held here and the Space Needle is a much-visited tribute to that moment when the eyes of the world were on Seattle. Seattle built the first revolving restaurant in 1961, which sits on top of the Space Needle.

Washington Facts

Mount St. Helen's lost 1,131 feet of elevation in the May 1980 eruption and spewed forth about one cubic mile of dust, ash and debris. The blast leveled over four billion feet of usable timber, enough to build 150,000 homes.

Everett is the site of the world's largest building, Boeing's final assembly plant.

Seattle was the first city in the US to play a Beatles song on the radio.

The highest point in Washington is Mount Rainier. It was named after Peter Rainier, a British soldier who fought against the Americans in the Revolutionary War.

The state of Washington is the only state to be named after a United States president.

Washington is home to three National Parks, nine National Forests, and 100 State Parks.

Seattle:

Population: 563,374

Elevation: 20 feet

Avg. Annual Rainfall: 34 in.

Avg. Annual Snowfall: 7.1 in.

Avg. January Temperature: 41 F

Avg. July Temperature: 65 F

Washington state produces more apples than any other state in the union.

Washington state has more glaciers than the other 47 contiguous states combined.

The Northwestern most point in the contiguous U.S. is Cape Flattery on Washington's Olympic Peninsula.



May 2006

Advisor | Amanda Krier

University of Wisconsin - Eau Claire | GLACURH

Community | National Office Bid Team

University of Washington | PACURH

Community Service Program | Putnam LoveStock

University of Wisconsin - Eau Claire | GLACURH

Diversity Program | TransgenderSpectrum Panel

University of Washington | PACURH

Educational Program | No Fossil Fuel Day

Central Washington University | PACURH

Executive Board Member | Hye Jung Kim

University of Central Florida | SAACURH

First Year Student | Lynette

Eastern Washington University | PACURH

Organization | Residence Hall Program Board

University of Akron | CAACURH

Resident Assistant | Diana Ovalle

University of Washington | PACURH

Social Program | ROCCCfest

University of Delaware | CAACURH

Spotlight | Linda Walters

University of Tulsa | SWACURH

Student | Nick Fajardo

University of Tulsa | SWACURH

June 2006

Advisor | Leslie Barber Howard

University of Washington | PACURH

Community | Terry/Mercer Summer Staff

University of Washington | PACURH

Community Service Program | Cheerful Givers

Eastern Washington University | PACURH

Diversity Program | Pot Diversity

University of Alabama at Birmingham | SAACURH

Educational Program | Not Ready for Bedtime Players NSO Presentation

University of Alabama at Birmingham | NEACURH

Executive Board Member | Emily Langer

University of Wisconsin - Eau Claire | GLACURH

First Year Student | Alyssa Hollowel

University of Wisconsin - Eau Claire | GLACURH

Resident Assistant | Rachel Baker

Georgia Southern University | SAACURH

Social Program | Viva Las Vegas "Treasure Island"

University of the Pacific | PACURH

Spotlight | Residential Facilities

Utah State University | IACURH

Student | Eric Hinojosa

Michigan State University | GLACURH

July 2006

Advisor | Paul Shepherd

University of Wisconsin - Eau Claire | GLACURH

Community | GLACURH Conference Staff

University of Wisconsin - Eau Claire | GLACURH

Executive Board Member | Paul Kozar

University of Mary Washington | SAACURH

First Year Student | Jeff Canvasser

Michigan State University | GLACURH

Organization | Omega Zeta Epsilon

Salem State | NEACURH

Resident Assistant | Kelly Pierce

University of Wisconsin - Eau Claire | GLACURH

Spotlight | Barb Remsburg

University of Utah | IACURH

Student | Julielyn Gibbons

Michigan State University | GLACURH

August 2006

Advisor | David Wilk

Drake University | MACURH

Community | UW - River Falls

Student Custodians

University of Wisconsin - River Falls | GLACURH

Community Service Program | National Night Out at the University Apartments

Texas A&M University | SWACURH

Diversity Program | Crash!

Georgia Southern University | SAACURH

Educational Program | Mere Images and "Is This OK"

Baldwin-Wallace | CAACURH

Executive Board Member | Megan Flynn

Towson University | CAACURH

First Year Student | Abigail Doyle

Webster University | MACURH

Organization | Johnstone Fulton

Hall Government

University of North Dakota | MACURH

Resident Assistant | Jennifer Adams

University of Texas | SWACURH

Social Program | Perseid Meteor Shower

University of West Georgia | SAACURH

Spotlight | Kelly Malone

Webster University | MACURH

Student | Nicole Towell

Ball State University | GLACURH

Merchandise



NRHH Membership Pin

Your chapter must be affiliated with NRHH to order these pins.

Bronze Pin

Your chapter must be affiliated with NACURH to order these pins.

Limit of 8 per NACURH year

Leadership Service Pin

Your chapter must be affiliated with NRHH to order. Limit of 8 per NACURH year



Honor Cords

Recognize graduating members for their dedication. Buy one for yourself or all the seniors in your chapter.

NRHH Membership Certificates

Includes a NACURH seal and space to print your new member's name.

Additional NACURH Seals also available



Limited sizes available:
Order now for best selection!

You can order NRHH items at www.nrhh.org. Our apparel is on closeout so that we can bring you new designs! New NACURH merchandise is also being developed at this time. If you have suggestions for the NACURH line, please email them to nsro_merchandise@nacurh.org.



"Highlighting the Top 1%" blue NRHH highlighter

Do you have some members that have really highlighted NRHH on your campus this year? Reward them by ordering some NRHH highlighters! Also works great for something small to give to new inducted members.

NRHH ball-point pen

Looking for a way to show appreciation for those amazing OTM writers at your school? These ball-point pens with the NRHH logo and website are a great idea! At a low price, they make great giveaways for your chapter members or maybe to help promote NRHH on your campus!

NACURH/NRHH window cling

Liven up your windows or mirrors in offices, rooms, or vehicles with this colorful window cling! It's a fun giveaway or token of thanks.

NACURH/NRHH nylon draw string backpack

Show your NACURH and NRHH spirit and pride with these blue backpacks! They're great for carrying supplies to meetings and programs all year long.

The Regional Word

OTM Writing - PACURH Style

By Jeff Rosenberry, PACURH Regional Associate Director for NRHH

I would like to welcome you to the first NSRO newsletter of the year. This is sure to give you some great information and help out in your regions. PACURH is a growing region within the nation and we are proud of the great work that we continue to do. One of the things that PACURH has improved upon over the last couple years has been OTMs. The Of The Month award is the greatest way to recognize the great programs and people on your campus. Sometimes, however, we struggle with the OTM writing process. At times it feels like our writing is stagnant and dull. Here in PACURH we have come up with some ways to help your OTM writing, creating a stronger writer and a better quality OTM. Check out this information and you are sure to see an improvement in the quality of your OTMs. PACURH would like to wish everyone a great year and we hope to hear from you soon.

Think Outside The Box: There are hundreds of great things happening on your campus, which means there are hundreds of great people doing those things.

Programs and People are the most important part of an OTM. Find something or someone that has done a great thing over the last month and write an OTM for them. Stay away from always writing about friends or people within your organization. Begin to recognize those people that you may not know, but have heard good things about. If you don't take the time to recognize them, then who will. Think about people like: Resident Assistants, Administrators, Student helping with campus Recycling, Hate crime awareness, Diversity, and Social Gathering projects, Custodians, Campus Security, Athletes, Dining Hall Staff, And Many More!

Write Creatively: Do not lie when you are writing an OTM. You can get your point across by using some creative adjectives, not creatively making stuff up.

"Bob's program inspired and motivated our hall!"

Or

"Bob's inspirational program opened our eyes and motivated our hall to step up, work hard and make a difference. Thanks Bob (bing)!"

Spend Some Time: Do not turn in OTMs just to turn them in. You

have to be inspired and motivated to write a good OTM. Otherwise, it's just a summary of that person or program.

OTMs are supposed to paint a picture for the reader and to that you need to take the time to write, read and write again.

Take some time to think about how this person/program impacted your life. Write down some key words that come to mind and use those words to help paint a picture for us.

Have Others Read It: Give your OTM to a trusted and educated friend and have them look over it for grammar and spelling. It may come back with some red marks, but it will be a better OTM in the end.

Make sure you stay in the room with whoever reads the OTM for you. You don't want someone to change the content of the OTM, so you need to be around to answer any questions the person might have. The OTM Committee has never read your OTM before and it would not look good to have commonly misspelled words, well, misspelled.

Honor On Your Campus: Do you have OTM Recognition on your campus? Remember that people don't need to be recognized regionally to be honored. You can establish OTM recognition on a campus level. Give them a certificate, Maybe a small prize, How about "Thank you for being you."

Get creative, but make sure people on your campus know about OTMs and how special they are.

I hope this adds some life to your OTM writing. In the past, PACURH has struggled a bit with regional OTMs, but that is not the case this. We are seeing a higher quantity and a higher quality of OTMs throughout the region. As you step up, work hard and make a difference in your own region please remember the things on this sheet and create the strongest OTM you can.

Office Information

Effective Memo Writing 101

By Justine Terry, NSRO AD Finance

Every organization, regardless of size, needs effective communication. In situations where using the phone is problematic, a great deal of people need the same information, or when geography presents complications, written communication is the preferred format.

Whether it be on paper or electronic, we possess difficulty conveying information properly and efficiently. The solution is to think **SMART** – the acronym which holds the keys to effective memos.

Short and Specific – Be explicit. Never assume that anyone or everyone has all the information (even if they are supposed to). On the same token, don't go on and on. Keep it concise and your readers can get all the necessary information – quickly.

Manners – Use proper etiquette. Always know your audience and address people professionally. Think of a memo as a letter; use proper heading, salutation and closing. Make sure to always sign your name and include updated contact information.

Accurate – Provide the most recent and updated information whenever possible. Double check your facts and the recipients list before sending it out.

Rules of Grammar – Proofread, proofread proofread! Ensure that there are no typos or punctuation errors before sending out the memo/email. Always check the spelling for names and places that you mention.

Timing is everything – When conveying information, it is a good idea to be prompt. In other types of memos or emails (e.g. ones that may contain a reprimand or complaint), it is better to wait 24 hours to sleep on it, think it over and write a more responsible and polished memo.

In summary, it is best to think **SMART** when writing memos and emails with poise and integrity. The few extra minutes it takes to write **SMART** is worth the professional and polished reputation you exude.

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NRHH | Online Resource Center
www.nrhh.org

NACURH | Services and Recognition Office
www.nacurh.org