

SAACURH 2009

Closing Report



“Step Up and Shake It!”

University of Kentucky

Nov. 13 - Nov. 15

Table of Contents

Hello SAACURH Hosts!!	2
Schedule	4
Conference Attendance	9
Conference Lingo	11
Conference Awards	12
Top Twenty Programs	14
Conference Budget	17
Hotel & Security Committee and Parking & Transportation Committee	18
Volunteer Committee	20
Entertainment Committee	22
Philanthropy Committee	25
Sponsorship Committee	26
Programming Committee	27
Dining Committee	30
Registration and Technology	33
Spirit Committee	39
Conference Evaluation	41

Hello SAACURH Hosts!!

First I just wanted to congratulate you on hosting SAACURH!! It is a big time commitment but also a lot of fun!! In the beginning I was nervous to host it and also didn't know what it all involved. You get to meet many people that you wouldn't before.

For example, John and I met the Dean of Students and you get to become very familiar and close with Residence Life. I am hoping your RHA/RSA has a close bond with them because you will be working very closely together.

Don't stress!! I know it will hard not too but focus on other things than just the conference and take some time out for you. There will be crucial times where your committee chairs and staff need to meet but you need to realize they are students first.

When you begin scheduling the meetings for your staff before the conference, find a day for everyone that works. I know with all of the chairs it will be hard but find what's best. We met every other Monday in the beginning and then when it was a month away from the conference we met every Monday.

Give your chairs a list to do! Some chairs are in this and may be their first conference or SAACURH. Make sure you tell them what to do and a timeline. They will not know unless you explain it to them.

Have fun! When you guys meet maybe provide dinner for them or a snack. When students have food they will be more willing to come and also it will make them happy!

Keep in contact with the SEC/Regional Board. Before summer summit we had a close connection but it started to go downhill towards the conference. Make sure you are e-mailing them and keeping them up to date on your progress.

Time Flies! I can still remember when we bid on it and then the day we hosted it. It didn't seem like a year went by, but it does!

If you have any questions please feel free to e-mail me at abbey.elkus@uky.edu.

Have a Great Year and Good Luck!!

Abbey Elkus

SAACURH 2009 Conference Co-Chair

Hey Georgia,

First off, Congratulations on this accomplishment. This experience will be both fun, rewarding, and challenging. Abbey and I both had been in various leadership roles

before this conference but by far we both learned valuable leadership lessons from this particular experience.

SAACURH is very time consuming and if you like to multi-task, this conference is for you. I would recommend getting email on your phone or being able to login to various computers from one computer using logmein.com. These tools I found to be very helpful as I was often responding to emails around conference time while walking to class or at work. Also, I had several SAACURH spreadsheets on my laptop that I needed to access when I wasn't near my laptop.

Always treat your chairs as best as you can. These people are volunteers and that needs to be remembered. Also, always keep them informed. Sometimes, there will be things that doesn't concern them but tell them anyway as they have as much of a stake in this conference as the conference chairs and advisers.

Another thing is to remember all the small details and make sure you plan for them ahead of time. The biggest thing you can do is for the conference chairs and advisers is to brain storm and make a big task sheet for the whole conference. Also, have each committee brainstorm and think of everything they need to do to see if you missed anything.

Also, don't be afraid to jump in and help your chairs. They have tests and assignments as much as you do. There were many times Abbey and I jumped in and did some things for our chairs because they didn't have the time. Respect their schedules.

The main thing is just have fun with everything. It's stressful planning everything, but when the curtain goes down for opening ceremonies, believe me the work is worth it. Don't be afraid to delegate as if your not careful the work can pile up.

You guys will do amazing, and we here at UK believe in you. Feel free to contact me at jmwhita@uky.edu or call me at 609 420 1024.

Best of Luck,

John Whitt

SAACURH 2009 Conference Co-Chair

Schedule

Event	Start	End	Location
Friday, November 13			
Rupp Arena Tour	11:00a m	1:00pm	Hotel Main Lobby

Registration/Check-in	11:00a m	6:30pm	Hotel
Shuttle to Campus	4:00pm	6:00pm	Outside Hotel Lobby
Shoe/Display drop-off Time	4:00pm	6:00pm	Student Center (SC) Rm 206
Dinner	4:30pm	6:30pm	SC Food Court
Opening Session	7:00pm	9:00pm	Memorial Hall
Entertainment			
Philanthropy On Site	9:00pm	11:00p m	SC Rm 249
Caricatures/Dance, Dance Revolution	9:00pm	11:00p m	SC Wildcat Lounge (near SC 120)
Game Room	9:00pm	11:00p m	SC Cats Den
Ice Cream Social	9:00pm	11:00p m	SC Cats Den
Step Show/Learning to Step	9:00pm	11:00p m	SC Center Theatre
Airbrushed Trucker Hats	9:00pm	11:00p m	SC Rm 115
Socials: NCC/NCCIT	9:00pm	10:00p m	SC Rm 359
Socials: Presidents	9:00pm	10:00p m	SC Rm 357
Socials: LGBTQ	10:00p m	11:00p m	SC 119 (OUTsource)
Socials: NRHH	10:00p m	11:00p m	SC Rm 363/365/367
Socials: Advisers	9:00pm	12:00p m	SC Rm 214
Socials: Sustainability & Recycling	9:00pm	11:00p m	SC Rm 111
Fast Friends	9:00pm	11:00p m	SC Rm 113
Giant Twister Board	9:00pm	11:00p m	SC Small Ballroom
Movie: Step Up 2	10:00p m	12:00a m	SC Worsham Theatre
Shuttle to Hotel	10:00p m	12:00p m	SC Entrance on Administration Drive
Hospitality Rooms	11:00p m	3:00am	Hotel
Saturday, November 14			
Breakfast (Grab and Go)	7:00am	8:30am	Hotel Hospitality Rooms
Shuttle to Campus*	7:00am	9:00am	Outside Hotel Main Lobby

SAACURH Univeristy	8:00am	9:00am	Business & Economics Building (B&E) Rm 148
Program Session I	9:00am	9:50am	B&E
Adviser Town Hall Meeting	9:00am	9:50am	B&E Rm 148
State Directors Meeting	9:00am	9:50am	B&E Rm 205
	10:00a	10:50a	
Program Session II	m	m	B&E
	10:00a	10:50a	
Adviser (ART) Session Core 1	m	m	SC Rm 231
	10:00a	10:50a	
Adviser (ART) Session Core 5	m	m	SC Rm 206
	10:00a	10:50a	
Adviser (ART) Session Motivation	m	m	SC Rm 203
	10:00a		
NCC/Combined Board Room**	m	4:00pm	B&E Rm 148
	10:00a		
NRHH Board Room**	m	4:00pm	B&E Rm 205
	11:00a	11:50a	
Program Session III	m	m	B&E
	11:00a	11:50a	
Adviser (ART) Session Core 2	m	m	SC Rm 231
Adviser (ART) Session Working/NRHH	11:00a	11:50a	
	m	m	SC Rm 206
	11:00a	11:50a	
Adviser (ART) Session Diversity	m	m	SC Rm 203
Lunch			
	12:00p	12:50p	
Group (A)	m	m	Student Center Food Court
Alabama			
Georgia			
Mississippi			
South Carolina			
Group (B)	1:00pm	1:50pm	Student Center Food Court
Kentucky			
North Carolina			
Tennessee			
Virginia			
State Meetings			
	12:00p	12:50p	
Group (B)	m	m	B&E
Kentucky			B&E Rm 205
North Carolina			B&E Rm 148
Tennessee			B&E Rm 313
Virginia			B&E Rm 305
Group (A)	1:00pm	1:50pm	B&E

Florida			B&E Rm 205
Alabama			B&E Rm 309
Georgia			B&E Rm 148
Mississippi			B&E Rm 305
South Carolina			B&E Rm 213
Program Session IV	2:00pm	2:50pm	B&E
Adviser (ART) Session Core 3	2:00pm	2:50pm	SC Rm 231
Adviser (ART) Session Working/NCC	2:00pm	2:50pm	SC Rm 206
Adviser (ART) Session Bid Writing	2:00pm	2:50pm	SC Rm 203
Program Session V	3:00pm	3:50pm	B&E
Adviser (ART) Session Core 4	3:00pm	3:50pm	SC Rm 231
Adviser (ART) Session Legal Issues	3:00pm	3:50pm	SC Rm 206
Adviser (ART) Session Conferencing	3:00pm	3:50pm	SC Rm 203
Collect Shoe and Display	4:00pm	5:45pm	SC Rms 206 and 249
Shuttle to and from Hotel	4:00pm	5:45pm	Outside Hotel Main Lobby/Administration Drive
		11:00p	
Swap Shop Storage	4:30pm	m	SC Rm 307
Banquet Seating	5:45pm	6:00pm	SC Grand Ballroom
Banquet	6:00pm	7:15pm	SC Grand Ballroom
Awards Ceremony	7:45pm	9:00pm	Memorial Hall
		11:00p	
Dance	9:00pm	m	SC Grand Ballroom
		10:30p	
Swap Shop	9:30pm	m	SC Great Hall/Center Hall/Mezzanine
		10:30p	
State Adviser Roundtable	9:30pm	m	SC Rm 309
		11:00p	
Adviser Room	9:00pm	m	SC Rm 214
		10:00p	
Late Night Breakfast	m	m	SC Small Ballroom
		10:00p	
Shuttle to Hotel	m	m	SC Entrance on Administration Drive
		11:00p	
Hospitality Rooms	m	3:00am	Hotel
Sunday, November 15			
Breakfast (Grab and Go)	5:00am	8:30am	Hotel Hospitality
SAACURH 2009-2010 Transition Meeting	9:00am	10:00am	Hotel Hospitality Room
Check-out	5:00am	10:30am	Hotel Front Desk
Depart/Travel to Airport	5:00am	12:00pm	

***NCC's may ride the shuttle**

****Boardroom end time determined by regional board**

Conference Attendance

Total: 607

Delegates: 498

Advisors: 96

SEC: 7

National Representatives: 2

Special Guests: 4

Alabama

Auburn University: 11

University of Alabama: 8

University of Alabama - Birmingham: 5

University of South Alabama: 7

Georgia

Columbus State University: 5

Georgia College and State University: 11

Georgia Southern University: 9

Georgia Southwestern State University: 11

Georgia State University: 12

Georgia Tech: 11

Kennesaw State University: 11

Morehouse College: 4

University of Georgia: 16

University of West Georgia: 12

Valdosta State University: 11

Florida

Florida Atlantic University Honors: 9

Florida Atlantic University: 9

Florida Gulf Coast University: 12

Florida International University: 11

Florida State University: 7

University of Central Florida: 8

University of Florida: 12

University of South Florida: 9

University of West Florida: 8

University of Tampa: 6

Kentucky

Eastern Kentucky University: 8

Murray State University: 11

Northern Kentucky University: 7

University of Kentucky: 11

Thomas More College: 8

University of Louisville: 12

Western Kentucky University: 11

Mississippi

Mississippi State University: 10

University of Mississippi: 10

University of Southern Mississippi: 13

North Carolina

Appalachian State University: 15

East Carolina University: 12

North Carolina State University: 13

University of North Carolina - Asheville: 9

University of North Carolina - Chapel Hill: 8

University of North Carolina - Charlotte: 12

University of North Carolina - Greensboro: 5

University of North Carolina - Wilmington: 12

Wake Forest University: 12

Western Carolina University: 13

National/Regional Representatives and Special Guests

SAACURH Executive Committee

- Lindsey Johns - Regional Director - North Carolina State University
- Thomas Brigman - Associate Director for Business Administration - Appalachian State University
- Bruce Blansett - Associate Director for NRHH - University of Virginia at Wise
- Bonnie Brackett - Regional Communications Coordinator of Administration - University of Georgia
- Jenna Hazleton - Regional Communications Coordinator of Development and Education - Clemson University
- Adam Schwartz - Regional NRHH Advisor - Florida International University
- Sean Pierce - Regional Advisor - Florida Atlantic University

National Representatives

- Alicia Kim - National Information Center - New York University
- Dusten Harris - National Service and Recognition Office - University of Tennessee - Knoxville

Special Guests

- Samantha Schlieben - On Campus Marketing
- Victor Hazard - Opening Ceremonies Speaker
- Jim Wims- Director of Residence Life
- Dr. Judy Jackson- Closing Ceremonies Speaker

Conference Lingo

- Delegates - Dancers
- Advisors - Choreographers
 - Schools - Flavas
- Conference Staff - Bouncers
 - NRHH - SAACURH Idols
 - RHAs - Posse
 - RBD - Club Promoters
 - Programs - Dance Clubs
 - Shuttles - Rides
 - Registration - RSVP
 - Budget - Change
 - Hotel - Crib
 - Dining Hall - Grub
 - Programming - Dances
- Service Organization - Promoter
 - Dance - Highlighter Party
 - Spirit - Bling Bling
 - Keynote Speaker - DJ
 - Wrap Up Report - Lyrics

Conference Awards

Most Spirited Delegation Large School-Mississippi State

Most Spirited Delegation Small School-Florida Atlantic University Honors

Best Roll Call-NCARH

Best Shoes-East Tennessee State University

Best Display Large School-UNC Wilmington

Best Display Small School-Florida Atlantic University Honors

Philanthropy- University of Mississippi

Student Award for Leadership Training (SALT)- University of Florida

Program of the Year (POY)- University of Georgia

SAACURH 2010- University of Georgia

SAACURH Adviser Elect- Alicia Vest

Case Study Winners

RHA: Toni Ivey from Valdosta State University

NRHH: Samantha Strazanac from Western Carolina University

First Time Delegate: Ariel Paull, Mariana Tirado, Kadey Vice and Glenn

Mathieu from Florida Gulf Coast University

Top Twenty Programs

University of North Carolina at Wilmington – Speed Dating

Justin McNeil

University of North Carolina at Wilmington – Building a Community

Victor Hernandez

University of North Carolina at Wilmington – Who's behind your mask?

Brandon Bell

University of Central Florida – Cards for Kids

Selina C. Mullenax

North Carolina State University – Shacking it Up!

Aileen Rodriguez

North Carolina State University – Skit-in-a-bag

Lindsay Skully

The University of Virginia's College at Wise – Photosynthesis through
Symbiosis

Matthew Donelvy

Appalachian State University – Let YourSELF take center stage

Emily Candelario

Appalachian State University – What's your secret?

Alex Smith

Appalachian State University- Find it, get it, run with it

Marcie Trivette

University of West Georgia – Break Yo' Self

Brenden Akins

University of Georgia – Zoom!!

Danielle Vitale

Radford University – Ice Ice Baby

Jennifer Conrad

University of Florida – You Got Services

Lindsey Wuest, Josh Perry

University of Florida – Getting the Gig: A Guide to Great Interviews

Alex Kopson, John Kelly

East Carolina University – More than meets the eye

Jarred Mertz

Virginia Polytechnic Institute and State University – I See Your True Colors

Lynanne Hodges

Abraham Baldwin Agricultural College – Three Islands

Louis Reich

Florida Atlantic University – Jupiter - Ice Ice Baby or How to Torture
Introverts and Make Extroverts Extremely Happy!

Isabel Griffin

Mississippi State University – S.T.E.P.S.

DeAundrae Clayton

Office Supplies**		\$100.00		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$90.00	\$10.00
Opening/Closing Ceremonies	Mac Cards, etc.	\$100.00		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$90.00	\$10.00
		\$542.00		\$542.00	\$542.00	\$542.00	\$542.00	\$542.00	\$542.00	\$42.00	\$500.00
	Keynote Speaker	\$500.00		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$30.00	\$470.00
	Meals	\$42.00		\$42.00	\$42.00	\$42.00	\$42.00	\$42.00	\$42.00	\$12.00	\$30.00
Philanthropy		\$200.00		\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$207.44	-\$7.44
Postage**		\$120.00		\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$0.00	\$120.00
Printing**		\$500.00		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$812.50	-\$312.50
Programming**	Copies	\$500.00		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$812.50	-\$312.50
		\$100.00		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$108.92	-\$8.92
Registration**	Evaluation Sheets	\$100.00		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00		\$100.00
			\$7.75	\$3,456.50	\$3,844.00	\$4,231.50	\$4,595.75	\$5,006.50	\$4,826.74		-\$230.99
	Binders and Pens		\$5.00	\$2,230.00	\$2,480.00	\$2,730.00	\$2,965.00	\$3,230.00	\$3,515.63		-\$550.63
	Notepads		\$2.75	\$1,226.50	\$1,364.00	\$1,501.50	\$1,630.75	\$1,776.90	\$1,911.11		\$319.64
SEC/VIP-12	Summer Summit Housing	\$3,741.94		\$3,741.94	\$3,741.94	\$3,741.94	\$3,741.94	\$3,741.94	\$3,741.94	\$2,294.30	\$1,447.64
		\$70.00		\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00		\$0.00
	Summer Summit Meals	\$169.00		\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00		\$0.00
	Conference Chair Registration to NA	\$161.00		\$161.00	\$161.00	\$161.00	\$161.00	\$161.00	\$161.00	\$0.00	\$161.00
	Transportation Vehicles	\$25.00		\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00		\$0.00
	SEC Ex-Officio Housing (2 rooms, 2	\$380.92		\$380.92	\$380.92	\$380.92	\$380.92	\$380.92	\$380.92	\$142.89	\$238.07
	Conference Housing (8 rooms, 3 nts	\$2,285.52		\$2,285.52	\$2,285.52	\$2,285.52	\$2,285.52	\$2,285.52	\$2,285.52	\$1,428.45	\$857.07
	Meal Card	\$32.00		\$32.00	\$32.00	\$32.00	\$32.00	\$32.00	\$32.00		\$6.00
	Conference Friday Breakfast (13)	\$14.30		\$14.30	\$14.30	\$14.30	\$14.30	\$14.30	\$14.30		\$14.30
	Conference Friday Lunch (13)	\$91.00		\$91.00	\$91.00	\$91.00	\$91.00	\$91.00	\$91.00	\$70.00	\$21.00
	Conference Friday Dinner (16)	\$128.00		\$128.00	\$128.00	\$128.00	\$128.00	\$128.00	\$128.00	\$104.00	\$24.00
	Conference Saturday Breakfast (16)	\$117.60		\$117.60	\$117.60	\$117.60	\$117.60	\$117.60	\$117.60		\$17.60
	Conference Saturday Lunch (16)	\$112.00		\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$91.00	\$21.00
	Conference Banquet Meal (17)	\$238.00		\$238.00	\$238.00	\$238.00	\$238.00	\$238.00	\$238.00	\$168.00	\$70.00
	Conference Sunday Breakfast (16)	\$17.60		\$17.60	\$17.60	\$17.60	\$17.60	\$17.60	\$17.60		\$17.60
Security and Volunteers**	Volunteer Identification	\$525.00		\$525.00	\$525.00	\$525.00	\$525.00	\$525.00	\$525.00	\$227.84	\$297.16
		\$60.00		\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00		\$60.00
	Volunteer Meals	\$300.00		\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$165.53	\$134.47
	Security	\$165.00		\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$62.29	\$102.71
Socials	Advisors	\$1,450.00		\$1,450.00	\$1,450.00	\$1,450.00	\$1,450.00	\$1,450.00	\$1,450.00	\$1,546.03	-\$96.03
		\$450.00		\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	\$507.54	-\$57.54
	Pres/NCC/St. Assoc. Off	\$300.00		\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$379.35	-\$79.35
	NRPH	\$300.00		\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$329.57	-\$29.57
	GLBT	\$200.00		\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$329.57	-\$129.57
Shirts	Staff Shirts	\$240.00	\$4.00	\$2,024.00	\$2,224.00	\$2,424.00	\$2,612.00	\$2,824.00	\$2,389.52		\$222.48
		\$240.00		\$240.00	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00		\$240.00
	Delegate Shirts		\$4.00	\$1,784.00	\$1,984.00	\$2,184.00	\$2,372.00	\$2,584.00	\$2,389.52		-\$17.52
Spirit/Awards	Spirit Supplies & Decorations	\$3,799.00	\$3.00	\$3,358.00	\$3,508.00	\$3,658.00	\$3,799.00	\$3,958.00	\$5,539.01		-\$1,740.01
		\$1,400.00		\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$966.23		\$433.77
	Balloons								\$387.33		
	Printer Cartridges								\$38.91		
	SAACURH Mascot								\$539.99		
	Delegate Gifts	\$1,779.00	\$3.00	\$1,338.00	\$1,468.00	\$1,638.00	\$1,779.00	\$1,938.00	\$4,187.83		-\$2,408.83
	Backpacks								\$1,414.45		
	duffel bags								\$974.51		
	Slap Bracelets								\$892.37		
	Sunglasses								\$906.46		
	Spirit Awards	\$620.00		\$620.00	\$620.00	\$620.00	\$620.00	\$620.00	\$620.00	\$240.95	\$379.05
	Regional Awards								\$44.00		
Staff Development	Staff Development	\$1,259.00		\$1,259.00	\$1,259.00	\$1,259.00	\$1,259.00	\$1,259.00	\$1,105.78		\$153.22
		\$546.00		\$546.00	\$546.00	\$546.00	\$546.00	\$546.00	\$670.78		-\$124.78
	Conference Staff Meals (+2 Banquet	\$278.00		\$278.00	\$278.00	\$278.00	\$278.00	\$278.00	\$0.00		\$278.00
	Conference Staff Banquet	\$435.00		\$435.00	\$435.00	\$435.00	\$435.00	\$435.00	\$435.00		\$0.00
Transportation	CATS Buses & buses for 4 hours a p	\$2,280.00		\$2,280.00	\$2,280.00	\$2,280.00	\$2,280.00	\$2,280.00	\$2,828.20		-\$548.20
		\$1,800.00		\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$2,212.16		-\$412.16
	3 vans @ \$28/day + \$61/mi for 2 da	\$230.00		\$230.00	\$230.00	\$230.00	\$230.00	\$230.00	\$148.54		\$81.46
	Signs	\$250.00		\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$467.50		-\$217.50
	Gas								\$20.00		-\$20.00
Housing	464 Delegates (88/m*116 rms*2 nts	\$29,902.22		\$29,902.22	\$29,902.22	\$29,902.22	\$29,902.22	\$29,902.22	\$33,402.77		-\$3,500.55
		\$20,648.00		\$20,648.00	\$20,648.00	\$20,648.00	\$20,648.00	\$20,648.00	\$26,087.73		-\$5,439.73
	Hotel tax per room @ 7% - Delegate	\$1,445.36		\$1,445.36	\$1,445.36	\$1,445.36	\$1,445.36	\$1,445.36	\$1,953.84		-\$518.48
	R2 Advisors (88/m*41rms*2nts)	\$2,298.00		\$2,298.00	\$2,298.00	\$2,298.00	\$2,298.00	\$2,298.00	\$4,976.57		-\$2,678.57
	Hotel tax per room @ 7% - Advisor	\$510.86		\$510.86	\$510.86	\$510.86	\$510.86	\$510.86	\$374.63		\$136.23
Total Expenses				\$77,054.11	\$80,201.61	\$83,349.11	\$86,307.76	\$89,644.11	\$87,134.48		-\$2,514.63
	Delegate Cost			\$143.71	\$135.57	\$128.93	\$123.69	\$118.71			
	Advisor Cost			\$202.15	\$188.12	\$176.54	\$167.65	\$159.66			
Received to date	85169.28										
Sponsorship	3900										
Total Income	89069.28										
SAACURH 2008 Excess	\$5,000.00										
Total Expenses	\$87,134.48										
Total Excess	\$6,934.80										

Hotel & Security Committee and Parking & Transportation Committee Chair: Annie Greis

Advisors: Kelly Pearson and Elizabeth Woodward

After UK was chosen to host SAACURH 2009 we had a shift in Committee chairs leaving the Parking and Transportation Committee without a chair; I decided that since the Hotel contracts were close to being completed, and the bulk of the work wouldn't

happen until after registration closed that I could chair that committee as well. While I had great advisors and we achieved all of our goals, at times it could be overwhelming – especially the week before the conference was set to start. So my first piece of advice is to make sure no one person is taking on too much.

While writing our bid to host SAACURH 2009, we approached several hotels in downtown Lexington as well as hotels close to campus. The Hilton/ Lexington Downtown offered us the best rate, and I began to work with a contact at the hotel. Luckily, the hotel could accommodate all of our expected delegates even with their scheduled construction. As registration closed, we were really proactive about assigning rooms. We found it easiest to sort based on State > School > Gender, that way if an uneven number came up we could have the odd delegate out rooming with someone from their state. For schools using multiple hotels, I would use the same system but separate hotels onto different spreadsheets.

As far as details during the conference, make sure there is sufficient room for delegations to wait to check in and also make sure your hotels know that delegations could be arriving early. Communicating that the hotel is a No Cheer Zones is also important. While there was no cheering going on, at times the hallways could be crowded and loud and it is important to remember that there are other non-conference related customers staying in the hotel.

The key is communication. Make sure there is an open flow between you and the committee members at other hotels. Keeping track of mistakes and problems along the way will make for an easier conference weekend.

Also, if you are assigning rooms don't be afraid to call and double check on a delegate's gender. Sometimes the names and genders don't match up and it can be confusing. Just asking can keep problems from arising during the conference.

Taking on Transportation and Parking proved to be very interesting. It entailed getting permission to use a parking lot on campus, near the hotel, and coordinating with and providing a shuttle for delegations that were flying.

The day before the conference began we were informed that the hotel parking lot we had planned on using for oversize vehicles was going to be unavailable during our peak arrival time due to a Men's Basketball game. This created a huge problem. The lot we reserved on campus was not available until a certain time, and the hotel lot became unavailable more than an hour before that time, leaving delegations with oversize vehicles with no place to park. Another problem that we found out about the day the conference began was that several delegations were bringing a charter bus that they had not previously told us about. We had only a few hours to come up with a spot for

the bus to pull in and unload. Make sure you communicate with delegations about parking instructions and regulations, even if it is changing last minute like ours did.

When we scheduled the conference we did not take the Basketball schedule into account and historically traffic downtown during games is terrible. When planning your conference something to think about is where you are going to have registration and if there are any other events happening in the area or on campus that would have an effect on traffic or parking that need to be taken into consideration.

Something that proved to be extremely valuable was the CATS bus shuttle. Having a shuttle running to and from the hotel and campus during peak hours was an excellent way to help delegations and conference staff get around. Make sure you are in contact with your shuttle driver, just in case there is a problem or you need to find out where the shuttle is.

I would also recommend keeping an open dialogue with your campus parking office throughout the planning process and the weekend. Generally speaking, they have contacts with city and county officials and they know when traffic is going to be impacted because of construction and other things. They can also help you with reserving a lot for conference parking and easy directions for delegations traveling to your campus.

The main thing in all conference planning is to HAVE FUN!!! It can be stressful, but once the first delegation arrives the stress melts away and you find that you can deal with everything with ease. If you have ANY questions at all please don't hesitate to contact me! aegrei2@uky.edu or (859) 496-9118!

Volunteer Committee

Chair: Chris Goodale

Advisors: Jeremy Miracle

The role of the Volunteer Committee began essentially at the start of the semester of SAACURH 2009. Much of the work that was to be done by the committee relied on decisions and preparations made by the other committees.

Initially, a list of potential sources of volunteers was brainstormed. It included organizations both related and unrelated to residence life, including but not limited to the UK Resident Student Association, UK Resident Advisors, UK Hall Directors, UK Student Government Association, UK Singletary Scholars, UK Honors Program, social fraternities and sororities, and Alpha Phi Omega, a service fraternity. It was decided that the committee would first approach the organizations and people more closely related to residence life, and then approach external organizations. This allowed us to recruit students who may have developed previous knowledge of or interest in the SAACURH conference.

The main way in which we solicited volunteer help was through the use of various campus email listservs. These include but are not limited to the RSA listserv, the Residence Life listserv, the Resident Advisor listserv, the UK Honors Program listserv, and the UK Singletary Scholars listserv. Announcements were also made at various organization meetings, such as a RSA meeting, a Student Government meeting, and an Alpha Phi Omega meeting. A Yahoo! Email account was created in order to provide a central contact point between the volunteers and us. Anyone who was interested in volunteering would send an email to that account, listing their available times during the weekend, and their contact information.

In order to determine which specific roles needed to be fulfilled, we consulted the chairs of the other committees, who had compiled a list of tasks that would need to be fulfilled by the volunteers during the conference. Using these lists, we compiled a schedule, which was created manually by drawing out blocks of time that needed to be filled by volunteers on several large sheets of paper. We would then match up the volunteers with the roles they were to fulfill on the basis of their availability. Some volunteers only worked one short block, while others worked several blocks of varying lengths.

A large document of instructions regarding the specific duties of each role was compiled and sent via email to all of the volunteers. The instructions also included contact information and other info pertinent to the volunteers. Sending one large document avoided repetition and allowed volunteers to see instructions for all roles, in case they decided to volunteer for more than the block they had originally been assigned.

During the conference, we used a centrally located room in the student center as the “Volunteer Room.” This was a multipurpose room that was used off-and-on during the conference. Being able to utilize a room such as this was very beneficial during different parts of the conference. During the entertainment in the student center on Friday night, the room was used as an area to organize volunteers and provide them a place to have a break and eat some snacks. A small assortment of snacks was purchased and placed in this room solely for the volunteers. Also, on Saturday afternoon, between programming and closing ceremonies, a lunch was provided for the volunteers in this room.

The volunteers were each given a Kelly green SAACURH T-shirt and a large green nametag. These helped distinguish them as volunteers. They were also allowed admission into the highlighter dance party that took place on Saturday night, as a reward for volunteering.

Two staff advisers were assigned to the Volunteer Committee. They helped in planning the roles of the volunteers, recruiting volunteers, suggesting logistical changes and additions, and provided volunteer assistance during the actual conference.

One difficulty that was encountered regarding volunteers was a lack of knowledge about the conference. Because of the unique nature of the conference, it was somewhat difficult to explain its purpose in a way that encouraged students outside of residence life to want to volunteer. Also, several people backed out of their duties at the last minute. It is definitely recommended that a couple “on-call” volunteers be set in place, who can be called upon in the instance that a no-show occurs.

Entertainment Committee

Chair: Michael Wurzbacher

Advisers: James Thomas and Jesse Back

Committee:

Originally an entertainment committee was going to be formed with two co-chairs. One of the co-chairs, after securing the DJ contact mysteriously left out of existence which left one chair with no committee members. However, since much of the work was done through emails this was not a difficult task. About three months before the conference the chair was given two advisors to aid in last minute preparation and to add extra eyes the night of the conference.

Responsibilities:

With the help of the conference directors the entertainment responsibilities became significantly less. All the chair had to get together was the entertainment for Friday night and Saturday night. This was much less than originally anticipated. It appeared some schools make their entertainment chair and committee in charge of the opening/closing speakers, and have a large hand in the opening ceremonies.

How we did it:

We started working about a year in advance in the November of 2008. Many of our ideas and contacts were made before we had even presented the BID, in order to strengthen our proposal. This made for an easy transition once we were granted with hosting the conference. The chair preferred to do everything by email to allow for written documentation. The only piece of entertainment which was not done in that fashion was the caricature artist (this was done by phone calls.)

In the beginning, there was much discrepancy with how much money was to be allotted for entertainment. At first the limit was 2000 for both nights but then much more money was opened up and there was actually a surplus after all was set. See the overall budget for how much was spent.

The brainstorming process- we found it was easier to start big then get smaller. We looked at paying keynote speakers but this was too expensive-then our directors took over the speakers, because they had more contacts with speakers within the university. We also looked at getting in bands but again it turned into a large expense. Our primary focus was the dance for Saturday- we secured a well known Lexington DJ (DJ Dcezy) at 350 dollars. We asked him if he could provide a graffiti party: this package entailed a light show and black lights. We provided 800 glo sticks, encourage everyone to bring a white t-shirt, and we provided highlighters. Also, a light night breakfast was supplied in a side room during the dance-(this was taken out of entertainments budget since it was the chairs idea.)

Improvements for Saturday: The grand ball room was much too large for the dance- smaller spaces are better for dancing. We had technical problems with music videos we were showing on a projector screen. The grand ball room had to safety rules we were unaware of which made it a less than desirable venue 1) no fog machine was allowed 2) the lights had to stay on dim and could not be turned off 3) we could not hang things on the wall. My suggestion to you would be to find a smaller venue which can be made dark, and if you are having a lightshow make sure you can use fog.

Friday- What we did:

Caricature Artist- (Fran Riddell)

Giant Twister Board- (courtesy of AGD sorority)

Fast Friends-(took the format of speed dating, made it so everyone met everyone not just guys/girls courtesy of UK student activities board)

Ice Cream Sundae Bar-(used dining services)

Free Play at the Cats Den- free play on all games at the student lounge

Airbrushed Trucker Hats

Showed *Step up* in the student center theater

Taught Step Dancing in the center theater-(courtesy of Kimber Hatton)

Friday-what worked/what didn't

Caricature Artist- big hit but long lines since it's slow to draw.

Giant Twister Board- hardly anyone played...it was at a bad location

Fast Friends- We got in one round....not a big hit

Ice Cream Sundae Bar- big hit but we had left over...I guess some people didn't know about it.

Free Play at the Cats Den- most people did this-good idea to have.

Airbrushed Trucker Hats- biggest hit, huge lines (45min+), we ran out of hats, people got very angry when this happened.

Movie- not sure if anyone watched the movie or not.

Step Dancing- not a big hit.

Consensus- people like events where they can take something physical from it like drawings and hats. If I did it again I could have done away with all the smaller stuff and done another event like a hypnotist show along with the other events in which the delegates receive things. A carnival idea would be good if you give prizes.

Philanthropy Committee

Chair: Angela Vish

Advisers: Jodi Marani, Trisha Clement

The Philanthropy Committee was responsible for coordinating both onsite and offsite philanthropy events. This includes but is not limited to: contacting the places of which the two events will involve, gathering and budgeting supplies for the onsite philanthropy, setting up the room in which will be used onsite and delivering the finished product.

The initial brainstorming was done by the conference chairs in late 2008. The philanthropy chair took over in spring 2009. The initial plan for Hippo Rollers as our offsite philanthropy stayed while there were many moderations with the onsite philanthropy. The final decision was made in the early fall after speaking with UK Children's Hospital. We knew that we wanted to do something with or for the children, it was just deciding what. Once made our decision, we chose a room which stayed the same throughout the conference. The entire committee made one large shopping trip one afternoon and purchased all the needed supplies.

The onsite philanthropy took place the first night of the conference, directly after the opening ceremony. The materials were in the room and majority in place when the room was suddenly flooded with curious students. The first 10-15 minutes were somewhat crazy but after that the flow calmed down and we were getting into a production routine. The onsite philanthropy was carried out efficiently and time effectively with a lot of concentrated help from one school in particular. The offsite philanthropy collected a good amount of money that was donated to Hippo Rollers Inc. The money collected counted for spirit points towards the spirit award at the end of the conference. There was also an award given for the school who made the highest donation.

Overall the committee came together really well, with everyone working together efficiently to make things run smoothly. Our biggest struggle may have been the continuous variety of participation throughout the onsite event - which is not a big issue at all. This may have been due to the location of our room or even personal preference on how to spend the two hours of entertainment, philanthropy and food. I believe the size of our committee worked well also. We were able to divide the jobs up and individually make sure what we were assigned got done. Volunteers were a lot of help the day of as far as helping direct the delegates on what we are doing and how they can help.

Sponsorship Committee

Chair: Colby Willmoth

Adviser: Susan Wilton

For the 2009 conference, the sponsorship committee started with creating a strategy. The idea was to ask for monetary or physical donations. In return, we would allow put their logo in our binders and on our website. If we felt like their donation was adequate, we would allow them to promote their product at our conference. We made the list of who to contact immediately following the SAACURH 2008 and contacted these companies throughout the year.

The following were who donated to our conference and what they donated:

UK Athletics- \$500

UK Student Government-\$3,000

Swank Motion Pictures Inc.- \$400

Ale 8- 600 Bottles of Ginger ale

Coca Cola-30 cases of coke zero

UK Dining Services- Ice Sculpture

We were given an array of discounts and items for the SAACURH 2009 Conference mainly from our dining services who cut us breaks on the meals and socials that we provided. This allotted for financial resources to be reallocated to other areas of need.

Programming Committee

Chair: Kit Donohue

Coaches: Farrah Dicken, Marianne Lorensen

The SAACURH Programming Committee created the following program tracks for this year's conference before we even received the bid:

- Step Up to the Microphone (Communication Skills)
- Go Global (Diversity)
- The Journey Within (Personal Growth)
- Creating Community
- Grow Green
- Brainstorm Central

The volunteer needs for programming were minimal. In hindsight, it might have been easier to have a larger committee for the program selection, as this was the part of the

process that took the longest. For the weekend of the conference, the Programming Committee requisitioned 20 volunteers to help with collecting and tabulating the evaluation forms. Unlike years past, the volunteers did not sit in the room to moderate. Instead, each volunteer was assigned a room, and they were responsible for checking on their room before the program began, and for collecting the evaluation forms at the end of each session. This way, the tabulations for each session could be completed in the Tab Room while the next session presented. The volunteers were also responsible for adding up the evaluation scores for their room before giving the forms to the Programming Chair. This significantly cut back on the time it took to complete the tabulations for the Top Twenty Programs.

This year had 129 program submissions, and only 70 available presentation slots. These submissions were selected in October. The abundance of submissions allowed the committee to select only the best programs. The program submissions were divided according to their tracks and then evaluated within those tracks. They were ranked according to the creativity, educational value, and evidence of planning exhibited by the program proposal. The top proposals from each track were selected. Further modifications to the selections were necessary afterwards because only 14 program slots were available for presenters that had conflicts in the Boardroom.

The program evaluation forms for the delegates were designed by the Programming Committee after reviewing evaluation forms from past conferences and were created in September. A copy of the final evaluation form is included in this report on the following page. Each evaluation form could provide a score of up to 50 points. While the final score for each room was recorded as the average, the number of delegates that attended each program was also included. In case of a tie, the room with the larger number of participants received the higher rank.

The Programming portion of the conference binder caused some confusion as it was submitted a week before the conference, and many room and time changes were made in the interim. The most up-to-date information was kept online, and at the check-in table, but the discrepancies still caused significant confusion. If possible, the program schedule should be one of the final additions to the conference binder to minimize confusion about schedule changes.

The Top Twenty Programs, selected by the results of the delegate evaluations, were presented at the awards banquet Saturday night. One certificate was printed for each school, but in the future it might be better to print one for each delegate who presented.

SAACURH 2009 Program Evaluation

Program Title: _____

Program Time: _____

Please rate your level of agreement with the following statements, where

1 = strongly disagree, 2 = disagree, 3 = neither agree nor disagree, 4 = agree, and 5 = strongly agree.

These presenters...

Provided useful content	1	2	3	4	5
-------------------------	---	---	---	---	---

Held my interest	1	2	3	4	5
------------------	---	---	---	---	---

Made good use of the time allotted	1	2	3	4	5
------------------------------------	---	---	---	---	---

Presented their information clearly	1	2	3	4	5
-------------------------------------	---	---	---	---	---

Provided helpful handouts	1	2	3	4	5
---------------------------	---	---	---	---	---

Answered audience questions satisfactorily	1	2	3	4	5
--	---	---	---	---	---

The visual presentation...

Was professional	1	2	3	4	5
------------------	---	---	---	---	---

Was creative	1	2	3	4	5
--------------	---	---	---	---	---

Was effective	1	2	3	4	5
---------------	---	---	---	---	---

Overall...

I would recommend this program to someone else	1	2	3	4	5
--	---	---	---	---	---

This program gave me new ideas to take back to my school	1	2	3	4	5
--	---	---	---	---	---

Comments:

Dining Committee

Chair: Linzy Ball

Committee Advisors: Justin Blevins and Marcia Shrout

Planning Ahead:

Map out your largest concerns: Friday Dinner (if this is in your budget), Saturday Lunch, Saturday Dinner. Make lists for items that are required at each meal.

Locations Reserved:

Get your locations reserved in advance. We used our Student Center Food Court for Friday Dinner and Saturday Lunch and our Grand Ballroom for the Banquet Saturday night.

Get to know your Dining/Catering contacts:

Make sure to have a good relationship with your catering contact. This person will have to definitely be informed about SAACURH and what kind of atmosphere comes along with the delegates. Also, let them know that things may change and that you will do your best to inform them as soon as possible. Give a copy of the conference schedule to your catering contact so they know exactly when students are coming/going to eat.

Meal Cards:

Decide how delegates will pay for their meals on Friday/Saturday afternoon. We went with personalized meal cards. The cards were \$2 a piece with our logo, and delegates could keep them after the conference. The cards were processed through our Student ID office. We loaded the cards with \$15 to be used for Friday dinner and Saturday lunch. Any money left on the cards went back into conference budget. Meal cards were placed into the delegate's nametags and given to them at registration.

Food Allergies:

After delegates have registered, you will have a nice long list of food allergies. If you are unsure about ANY of the allergies/needs, please email that individual as soon as possible to give your dining staff adequate time to take care of it.

Menus Set:

To be honest, our menu changed several times. The final menu was set about three weeks before the conference. Food allergies attributed to most of the last minute changes. Have an idea of what you want to serve and modify it to best fit your delegates, since they are the most important ones to please.

Friday Dinner/Saturday Lunch:

- Location: Your school's food court is a great location especially if it is large and can accommodate at least half of the schools at a time. When estimating how much money to allot to delegates, factor how much an entrée, side, and a drink will cost at any given location.
- Group Seating: If you do have to split the lunch/dinner into several groups, split them by states so that states can communicate and get items together for roll call or even for State Boardrooms.
- Options: Make sure delegates have plenty of options for lunch/dinner as well as any food allergies/special dietary needs.

Saturday/Sunday Breakfast:

For our conference, we allowed the Hospitality committee to handle breakfast for both mornings. We facilitated breakfast from the hospitality rooms in the hotel each morning.

Saturday Dinner (Banquet)

- Location
 - The indoor/outdoor decision definitely depends on the weather outside at the time. If it is the slightest bit chilly, people will complain and the food will get cold fast.
 - Book early, book early, and book early! Reserve the space a year in advance if possible.
- Menu
 - Before delegates have even registered, get a good idea of what kind of food you would like to serve. Keeping in mind price and quality!
 - Pick two main entrees (chicken or beef is a good option to have), side dishes, vegan/vegetarian option, drinks, and a dessert.

- You menu does not necessarily have to be reflective of your school and/or your state.
- When you do get your list of allergies associated with the registered delegates, go through your menu and edit to best fit their needs. Some allergies will be too hard to accommodate so suggest to your dining staff to make that person their own plate.
- Decorations
 - Table decorations: Check with what your catering/dining department provides free of charge, or for a small fee. (tea lights, mirrors, marbles)
 - Personalized wrapped candy on the tables was a great way to cut costs
 - Reserve a helium tank if needed for balloons.
- Ways to cut costs
 - Plastic silverware
 - Plastic cups (600 people with glasses are somewhat scary!)
- Room Setup/Capacity
 - Make sure your space can adequately/comfortably hold the number of delegates and double check that enough seats have been sat at the tables to seat everyone at the conference
 - If a guest speaker is speaking at the banquet also make sure a stage and podium is on the room reservation request.
- Microphone/AV
 - If you are having a slideshow of pictures or someone speaking from the conference make sure that, your technical support has all of this setup and your staff is familiar with working it.
- Lines
 - Crowded Line
 - The best way to handle a crowd is divide and conquer. If possible, make as many lines as possible. We had two double-sided lines, which allowed four lines of delegated to get food at one time.
 - Vegan/Vegetarian Option
 - Sometimes if you put a vegan/vegetarian option out with food people, think it is an additional side dish. The best way to bypass this is to have your dining staff set aside a table with a sign specifically for vegans/vegetarians/special dietary needs.
- Banquet Seating
 - Allow around 30 minutes for banquet seating
 - You may decide to seat them by states or allow them to seat themselves. Usually by the end of the conference, delegations have made friends with delegations from other states so it is nice to let them sit where they would like.

Good last minute questions? (Especially for the banquet!)

- Have you met all of the dietary needs?
- Are there enough chairs at the banquet?
- Has your catering contract been signed?
- Do you have your catering contact's cell phone number?

- Do you have confirmation for your room reservation?
- Who is helping setup the room? Decorations? Balloons?
- Who is directing seating?
- Are you putting programs/menus on the table?
- Have you inquired about the severity of all the nut allergies?

Registration and Technology

Chair: Scott Wagner

Advisers: Steve Staufer and Lisa Lockman

Website: UK offers free hosting for University related events and student organizations. So I emailed the main university webmaster to get a folder on the uky.edu domain. This is the most cost efficient way to host a website for the conference. After this was set up the URL that we had was <http://www.uky.edu/SAACURH09>. Next we wanted to buy a domain name to make the URL easy to remember, so we purchased www.SAACURH09.com from godaddy.com. In order to point www.SAACURH09.com to the <http://www.uky.edu/SAACURH09> in the domain settings most companies allow you to forward a domain to a URL so that's what we did. This domain was purchased the day after the conference as well as the creation of the website. You can either do it two ways. Have it masking or not. If you have it masked no matter what page you visit it will keep the purchased domain www.SAACURH09.com and will look like www.SAACURH09.com/page.html or www.SAACURH09.com/contactus.html instead of www.uky.edu/SAACURH09/contactus.html. The domain name we purchased for 7 dollars for a

year using different coupons. We then created the website using various tools such as Photoshop and Dreamweaver. The website took form by mid summer but was not officially completed until September.

Twitter: Next we set up a twitter account, this is very important for giving updates to the delegations. Advertise this greatly so the delegations will realize that there is a twitter account for the conference.

Google Voice (Conference Texting and Phone line): In order to get a Google voice account you will have to be invited. I have 3 invites in which I can use to invite you. Just send me an email at scottwagner@uky.edu. This tool was setup at the beginning of October to allow for questions. It will give you a phone number that you will be able to use for the Conference. You will want to record a conference voicemail message. Then decide whom you want the phone calls and texts forwarded too. At first until the conference you can have the call and text forwarding off until the conference and just have the phone calls straight to voicemail. Once things get closer to the conference you can instruct those to text and call the number with questions. Once you turn on call forwarding when people call and text the number it will go to all phones that are turned on the messages and phone calls will be forwarded to. When someone calls all the phones will rings until someone picks up the call. With text messages I would recommend assigning someone to answer the text messages so that the question isn't answered multiple times. You can either answer the questions by logging on to voice.google.com or by texting replying to the text through your phone. With the voicemails and text they can be sent to an email address with a voice to text transcription and also a way to listen to the audio of the voicemail. You can also call the number from one of your phones to check the voicemail. If you have any questions about this process let me know!

Forum: I set up a forum using PHPBB3 you will need a MySQL database. The forum is good for people needing to ask questions and also upload their programming session materials. Its also good for people needing to contact the programming session presenters after the conference with questions about the session.

Registration: The quickest way to do registration is to create a form using google forms it automatically puts it into Google spreadsheets. Make sure you download periodically during registration just incase the form gets deleted or something like that keep multiple backups of the excel sheets just in case something bad happens.

Roll Call Videos and Upload: I used a service called <http://www.yousendit.com/> its cheap and easy to get people to upload their states roll call videos. This made it very easy to set up the roll call videos for opening ceremonies. All I used for opening ceremonies was the program VLC and made a playlist and put all the videos on the playlist so they would play seamlessly back to back. There are many different ways you can do it.

Transportation: For maps of campus and around the hotel I created a Google map specifically for the conference you can view it here. <http://maps.google.com/maps/ms?ie=UTF8&hl=en&msa=0&msid=103424373973734206328.00047736dff45e3b889ef&tz=15> You just have to have a google account and then click my maps and create maps.

If you have any questions don't hesitate to email me!

-Scott Wagner

scottwagner@uky.edu

Registration and Technology Chair

Institution Registration

Name of the person filling out Registration Form:
Position of the person filling out Registration Form:
Email of the person filling out Registration Form:

Institution

Name of Institution:
State Institution is located in:

Resident Student Organization

Name:
Address:
Phone:
Email:
Facebook:
Website:

NACURH Affiliated: yes or no

If no, will you be affiliated before SAACURH 2009? yes or no

NCC

Name:
Address:
Phone:
Email:

NRHH
Name:
Address:
Phone:
Email:

Advisor
Name:
Address:
Phone:
Email:

Bid Registration

Please check which bid your Institution will be submitting (Select all that apply):
SAACURH 2010 POY SALT None

Transportation

How are you getting to SAACURH?

Driving Flying Greyhound

If you are driving, what time do you plan on arriving to check in?
Are you bringing a vehicle that requires special parking? (ie: bus, trailer, etc.)
Are you planning on arriving on Thursday? Yes or no

If you are flying or taking the Greyhound into Lexington, please try to book all transportation to arrive at or before 2:00 pm ET on Friday November 13, 2009. We will be in contact with your Institution as far as what time buses will be scheduled for pick-up on Friday November 13, 2009 and what times they will leave the Lexington Downtown Hotel on Sunday November 15, 2009.

If you are flying fill out the following information:

What airport are you traveling to?
What time is your flight scheduled to land?
What airline are you using?
What is your flight number?

If you are flying into Lexington, do you need a shuttle? yes or no
What time is your flight scheduled to depart on Sunday?
Are you planning on arriving on Thursday? Yes or no

*Note the SAACURH 2009 conference staff will only provide transportation to delegations flying into the Lexington Airport

If you are taking the Greyhound, fill out the following information:

What time is the bus arriving in Lexington?
Do you need a shuttle? yes or no
What time is your bus leaving Lexington?

Are you planning on arriving on Thursday? Yes or no

*Note the SAACURH 2009 conference staff will only provide transportation to delegations arriving at the Lexington Greyhound.

Group Delegate Registration

Number of delegates registering (list them below):

Name 1:

Name 2:

Name 3:

Name 4:

Name 5:

Name 6:

Name 7:

Name 8:

Name 9:

Name 10:

Number of Advisors Registering (list them below):

Name 1:

Name 2:

Number of Alternates Registering (list them below):

*Note if you are bidding for SAACURH 2010, POY, or SALT you are allowed to bring four extra delegates but please list them below in names 1-4 as they will be taken and the bottom three will be considered your alternates.

Name 1:

Name 2:

Name 3:

Name 4:

Name 5:

Name 6:

Name 7:

Individual Delegate Registration

Institution:

Name:

Email:

Shirt Size:

Gender:

Check all that apply:

Resident Student Organization

Advisor Member Officer

National Communication Coordinator

NCC NCC-IT

National Residence Hall Honorary

Advisor Member Officer
SEC/VIP/Guest
SEC NBD NIC
SEAHO NSRO Corporate
Bid Team
SALT POY SAACURH 2010
State Associations
Advisor Board Member

First Time Delegate: Yes No

Insurance:

Insurance Provider:
Insurance Policy Number:
Insurance Provider Phone Number:

Emergency Contact Information:

Emergency Contact Name:
Relationship to Delegate:
Emergency Contact Phone Number:

Dietary Needs:

Vegetarian/Vegan
Kosher
Food Allergies: (please specify)
Other: (please specify)

Special Accommodations Needed: (please specify)

Other Information:

I will be submitting a program for SAACURH 2009.
I am interested in volunteering at SAACURH 2009.
*Note Volunteers will receive spirit points

Payment

Check from Institution is the only accepted method of payment. Our Tax Id Number is A276.

Mail checks to:

SAACURH 2009
537 Patterson Office Tower
University of Kentucky
Lexington, KY 40506

You must indicate and include with your check (on a separate sheet) your school, contact name, email address, and number of delegates and advisors the payment includes. Late Registration will be charged a \$10 late fee per delegate/advisor. We must receive your check by November 6th.

Spirit Committee

Chair: Ashley Bielefeld

Advisers: Casey Messer & Bridget Smith

The Spirit Committee was responsible for setting the spirit guidelines for all conference awards and coordinating the roll call video. The spirit guidelines were set up in the spring of 2009 as were the roll call requirements. The requirements for submission and the criteria for judging the schools spirit item and display boards was also part of the spirit committee's duties.

The committee was formed during the spring semester of 2009, but did not take action until August 2009. Brainstorming many creative ideas was crucial to the success of this committee. It was important to first choose the spirit item for each school to bring

to the conference. The item for SAACURH 2009 was a pair of shoes that represented the theme of *Step Up & Shake It*. The requirements and judging criteria were made purposefully to be broad so all schools could participate. For the judging, I would strongly recommend having the delegates' vote the weekend of the conference when they can observe all the spirit items. This will lessen the confusion for your spirit committee. A point system is open to interpretation between committee members, which can create much conflict. It is very important that all members and coaches on the spirit committee understand the process of judging the spirit items and display boards!

The requirements and judging criteria for the display boards were then chosen. Keep in mind that some schools are traveling by plane to the conference so choosing a respectable dimension for the boards is important. For SAACURH 2009, the display boards were a standard 36" x 48" tri-fold board representing events that have *shake'n up* your school's campus. Once again I recommend the delegates the weekend of the conference to vote on the best display board. This will take away some of the pressure from your committee.

The task of choosing which awards would be presented at the closing ceremonies is the next step to organizing your spirit duties. We reviewed the awards given at the previous SAACURH to estimate the number and to locate the titles of each award. The awards given at SAACURH 2009 included: Best Roll Call Video, Best Pair of Shoes, the Best Display for large and small school, The Spirit of Giving, Most Spirited Delegation 1st and 2nd place, Student Award for Leadership Training (SALT), and Program of the Year (POY). The Philanthropy chair was in charge of The Spirit of Giving award. The spirit committee was also not involved in the SALT and POY award. If your spirit committee decides to have a point system for judging the roll call videos, spirit items, display boards, and most spirited delegation then I would strongly encourage using a spreadsheet to calculate the scores of each school. We tried doing this and the result was very tedious!

To promote school spirit at the conference we had a spirit item that was passed from school to school throughout the weekend. This is not to be confused with the school spirit item, such as the pair of shoes that each school brought to the conference. The spirit item should represent the theme of the conference. At SAACURH 2009 the spirit item was a large boom box that delegates could listen and dance too. We attached a marker to the boom box so schools could write their names. The boom box was given to the 1st place most spirit delegation at the closing ceremony.

In addition to the awards, the best roll call videos were chosen by the spirit committee. They were not voted on by the delegates. We decided which state had the

best representation of the conference theme. A point system was used for judging the videos, however this still caused for confusion since the committee members had mixed opinions on how many points each school would receive. For example, should the school receive full points or only half the amount of points based on their performance in the video. These videos were submitted online to the webmaster chair the week before the conference. The submission process definitely worked in our favor the day of the opening ceremony when they were presented. Remember the conference chairs should have a video of their own or do a live dance at the opening ceremony. We decided it would be best for a video since it would be one less task to do for the evening. Our video was very energetic and got everyone to be proud of attending SAACURH 2009!

The spirit committee only needed a couple volunteers the weekend of the conference for spirit item and display board setups. Overall the spirit committee dedicated many hours which contributed to the success of the conference.

Conference Evaluation

What was your roll in attending SAACURH 2009? (Check all that apply)

Answer Options

**Response
Percent**

**Response
Count**

Adviser	20.0%	15
Delegate	41.3%	31
NCC	25.3%	19
NRHH Rep	12.0%	9
RHA President	8.0%	6
NRHH President	6.7%	5
SEC	1.3%	1
NBD (National Office Rep)	0.0%	0
NIC	0.0%	0
NSRO	0.0%	0
State Associations - Board Member	5.3%	4
State Associations - Director	5.3%	4
First Time Delegate	22.7%	17
Other (please specify)	6.7%	5

Number	Other (please specify)
1	RHA Director of Finance
2	RHA Director of Technology
3	Bid Team
4	RSA Officer
5	Volunteer

Overall conference experience (All questions except the comment box must be answered)								
Answer Options	Excellent	Good	Adequate	Poor	Unacceptable	N/A	Rating Average	Response Count
The conference binder was well organized?	17	32	15	2	0	0	3.97	66
The conference binder was easy to use?	16	31	16	3	0	0	3.91	66
The program sessions were outlined clearly?	7	20	24	9	2	4	3.34	66
The hotel was responsive to our needs?	24	29	8	3	0	2	4.16	66
The accommodations were adequate?	40	18	6	2	0	0	4.45	66
The location of the hotel was accessible to campus?	21	26	14	5	0	0	3.95	66
The selection of food choices on campus for	22	22	7	2	0	13	4.21	66

Friday dinner? The selection of food choices on campus for Saturday Lunch?	31	26	9	0	0	0	4.33	66
The selection of food choices at the Hotel for Saturday's grab and go breakfast?	13	13	20	11	1	8	3.45	66
The meal cards were easy to use on the Friday dinner and Saturday lunch?	42	22	2	0	0	0	4.61	66
Saturday's banquet offered an accommodating array of choices?	25	25	10	5	1	0	4.03	66
The roll call video for the states were a convenient way to accomplish roll call?	29	20	9	6	0	2	4.13	66
Opening ceremonies, including roll call was high energy and a great way to start the conference?	41	20	4	0	0	1	4.57	66
The opening speaker (Dean Hazard) was motivating and gave me practical principles to follow?	18	27	15	2	2	2	3.89	66
The closing speaker (Dr. Jackson) inspired me to use what I learned at the conference on	13	22	20	7	0	4	3.66	66

It was never clear how much was on the meal card, so I didn't know how much to budget for each meal.

AMAZING! PHENOMENAL! LOVED IT! PERFECT!

The awards ceremony was extremely long and drug out. It could have been made much shorter.

While I appreciate trying to be sustainable for the binder, it would have been helpful to have a campus map and directions from the hotel to campus in the binder. There was a blank page page in the binder that this could have been put on without adding an additional piece of paper.

Overall, the conference was fantastic and the staff did a great job.

Overall it was a great conference. The problems with the internet were not the conference host fault but the hotel. It was great to see this before we host our state conference. Food was amazing and so much of it!!!

The overall conference was really good. The only complaint I had concerned the programming sessions. There was only one packet with information about the programs. A sentence or two in the conference binder would have worked so much better.

I had multiple students tell me they went to sessions that weren't what they expected. I really think we need to keep the session descriptions in the binder.

I think the conference ran really smoothly. I would say I was highly impressed with how prepared you were. It was great to come into the check in room, and have all of our name tags up to date, especially with a few of them being late changes due to sickness. The conference ran really smoothly.

Great job putting on the conference. The struggles that we had were really out of your control (hotel staff not being accomodating, providing one smoking room for delegates with severe asthma, difficulty parking Friday night and missing dinner Friday due to traffic problems with game)

I thought the overall conference experience was way better than any other conference attended before.

While use of the internet for many features was eco-friendly, it was very inconvenient for program descriptions, especially since the SAACURH website was inaccessible on my phone.

Parking at the hotel was difficult for oversize vehicles during the drop off/registration portion.

Please provide us feedback about the programming aspect of the conference?

I never even heard there was an on-site Philanthropy project!

Did not attend... in boardrooms

I did not like that programming material had to be submitted and the conference binders did not include descriptions of the programs. While I completely support sustainable efforts, this was incredibly inconvenient.

I realize the idea was to be sustainable, but it was difficult to provide my delegates with information about the programming sessions, since it was hard going through the forum to find out information and only one packet was provided, which I gave to one of my delegates.

I like the idea of the forum, but it wasn't well used. I agree that it was great to only give one copy of the full list and details!

The number of program sessions and the lack of opportunity to attend Top 20 program sessions.

There were a lot of leadership development programs and not very many brainstorming programs, which is what I really wanted to attend.

There seemed to be a lot of program sessions on icebreakers.

Having program descriptions would have been nice for the delegation I went with. A lot of first time delegates had no idea what to expect just from the title and were lost.

If someone cancels last minute, PLEASE give people on the alternates list more time to prepare a program. Also, do NOT make someone not familiar with a program present or else it is a waste of time.

I would have liked the on-site philanthropy to have something to do with the off-site philanthropy. The picture frames seemed so random after hearing so much about hippo rollers it would have been nice to do something for them than just collect money.

It would have been nice to have more service related programs and I think the forum would have been better utilized if delegates knew there would only be titles

State Associations - Director

Answer Options

Excellent
Good
Adequate
Poor
Unacceptable
N/A
Rating Average
Response Count

Online uploading of the Roll Call Videos

1
2
0
0
0
1
4.33
4

Please provide us feedback about the online uploading of the Roll Call Videos aspect of the conference?

3

Please provide us feedback about the online uploading of the Roll Call Videos aspect of the conference?

worked great!!!!

It took a while to upload it, but was better than mailing it in. Really enjoyed the state association seating for roll call, closing would have been nice as well.

I liked the idea of uploading them :-)

Website and Communication (All questions except the comment box must be answered)

Answer Options

	Excellent	Good	Adequate	Poor	Unacceptable	N/A	Rating Average	Response Count
The website was informative?	27	33	4	0	0	1	4.36	65
The website was easy to use?	25	34	5	0	0	1	4.31	65
Online registration for individuals was easy and comprehensive?	25	18	3	0	0	19	4.48	65
Online registration for institutions was easy and comprehensive?	22	18	4	0	0	0		0

Please provide us feedback about the website and communication aspect of the conference?

The phone line and twitter were AMAZING! NEEDS TO BE USED AT ALL CONFERENCES FROM NOW ON!

The reason I indicated twitter being a poor option is because it requires one to create a twitter account which many people do not want

We tried to call the number once and it said it was disconnected. We really liked Twitter though. That was very helpful. We got lost though trying to find campus to park our van.

I would have preferred using Facebook, instead of Twitter.

The website was amazing! I actually had to use the conference phone number to text regarding an issue... Really helpful to know that I could reach a conference staff member throughout the day.

Again, the conference was well organized, people were really friendly and helpful. all of the resources were amazing: texting, phone number, and twitter!!!

Posting updates on conference info was lost on our delegation since no one had an internet capable cell phone, no one had a twitter account, and there was no wireless internet for laptop computers

The technology for the conference was fantastic!!!! The text messaging and phone number for the conference definitely was useful!

Difficult for state associations, but it was the first time they registered alone and expected some flaws.

I contacted the conference staff twice via telephone and once via e-mail. They were extremely timely, polite, and helpful in their responses. Thank you!

The texting idea was GENIUS

I think the conference staff really used the latest tech trends to their advantage.

On occasion, answers to text message questions took a long time to get a response from.

Registration/Check In (All questions except the comment box must be answered)

Answer Options

**Excellent
Good
Adequate
Poor
Unacceptable
N/A
Rating Average
Response Count**

Registration Process

22
23
9
1
2
9
4.09
66

The conference staff members were attentive to our needs?

35
19
7
1
0
4
4.42
66

Please provide us feedback about the registration aspect of the conference?

Email of information submitted for confirmation would have been useful.

The check-in was great!

Amazing!

Check-in was a mess.

Getting there during the game made it difficult as I was left in the van to drive in circles I did not know existed because the police threatened to tow our vehicle.

The conference staff were friendly and helpful, but few had any answers to the questions we asked, and like I said in my earlier comments, gave us complete misinformation that cost me quite a bit of time.

If a school has not been granted affiliation due to a minor technical error in their constitution: is it possible that the error could be passed on to the school for correction instead of waiting until the school checks in?

Love the conference staff! I liked the flow of registration.

It was a little difficult to find out where registration was actually located but things went smoothly once we found out where everything was.

Hotel could not check us in to our room until after the start of the conference

Well organized and efficient; went quickly

There was an incident when I asked several conference members a question, and no one could answer my question. Beforehand, you all should have a meeting to get everyone on one accord instead of giving attendees the run around for people in charge not knowing their information.

the conference staff from UK was great, but the volunteers were not helpful at all.

The staff answered all of my questions. During check in we had a few questions but they were able to follow up with me even when I returned back to my home.

Overall Comments

Response Text

Overall, a fantastic conference. I was a first-time delegate, and it has made me want to come back next year!

If you're going to allow everyone to use the shuttle, you have got to use more than one shuttle! The wait times in the morning actually made me miss the first programming session!

I liked how you gave out the colored glow sticks by state at the opening session.

You should pick speakers from outside your university administration. It seems uncreative, and they tend not to be the best speakers. Also, no one can relate to them except UK students.

Why not do banquet and awards in the same room at the same time?

I loved that the hospitality room was open so late and always fully stocked!

Jon and Abbey did a great job as did everyone else! I had the best time ever and was so glad it wasn't my last SAACURH, if it had been I would have spent the night crying in my room. IT WAS THAT GOOD! I LOVE SAACURH!

Our delegation had a great time, but there were a few suggestions we had. We didn't like the fact that we had to move for the closing awards banquet. We also wished there was more stuff to do on Friday night that didn't involve standing in a line.

Very nice job, UK! You made my first SAACURH very enjoyable.

Excellent job with hosting and in all that you did!

Overall great conference:)

Great job and ready to see what SAACURH 2010 has to offer.

Good conference-would recommend the location, just not the hotel again.

