University of Wisconsin-Platteville Sexual Assault Awareness Council – Minutes
2/4/13

Present: Marc Wruble, Deirdre Dalsing, Scott Marquardt, Tim Swenson, Vickie Dreessens, Pat Foster, Robin Gore, Rebecca Groves, Josh Huber (RHA President), Elizabeth Lucas

Josh Huber is replacing previous RHA President, Nick Reinhold

Guests: Russ Hill, Media Technology Services and Jay Heim, PIC Involvement Coordinator

Marc called meeting to order at 8:15 am.

Vickie made a motion to approve the 12/17 minutes; seconded by Pat; motion approved.

Bystander Video Contest Preparation:

The Sexual Assault Awareness Council had invited our guests today to assist us in organizing the Video contest.

Russ Hill informed us we can let students know they can check out video equipment at the Office of Electronic Services, 817 Pioneer Tower, ext. 1378. Students would also be able to use editing equipment at OES. He suggested we let students know they can reserve the equipment ahead so it is available to them.

Group had questions about video formats and any special requirements we have to be aware of. Russ suggested students submit video to the judges on a DVD or flashdrive. He felt most students were aware of how to create a “you-tube-like” video and how to submit it correctly.

There was some discussion about process of reviewing video’s once they are entered for the contest. We will continue to need to organize that.

Jay Heim shared with us that Pioneer Link does not support video’s so we could not use that as a “point” of submission for the contest. Jay suggested we create a page specific to the contest through Pioneer Link. That provides us a place to post the contest, and all associated information, including forms. Jay offered his assistance and then shared he can email approximately 6500 students about the contest via Pioneer Link. Tim Swenson offered the PACCE has forms available for us to use as templates for a video release form. Russ suggested that we do follow through with consent forms in the event the material is questionable. We want to make sure everyone is informed and aware of what they are participating in.

For the final event on 4/17 Russ offered to put all the winners on a CD to play that evening.

Elizabeth asked if someone could create a Shared Drive for council members. Marc will check with help desk on setting this up. Russ suggested we use S drive as storage for distribution of video but then save them to our hard-drives. He was concerned that S drive may not have enough storage space.
What do we do now?
- Deirdre will contact Sarah Miller to see if she can help us create the poster to announce the contest.
- Jay will work on setting up a page (in Pioneer Link) where we can also advertise from. Will refer to event as *Bystander Intervention Video Contest*.
- Vickie will work with Dean of Students Office to verify incentives so we can list that on poster.
- Priority is getting poster created and setting timeline for distribution of marketing.

Marc offered that Tim Deis would like to be more involved in this council, but due to family commitments, Monday morning meetings are difficult for him. Robin agreed as she is late due to obligation to get kids to school first. Elizabeth offered to create a Doodle Poll so we can check with all committee members to see if there is a more opportune time for meetings.

Due to amount of work for video contest, next meeting has been set for **Monday, 2/11/13 at 8am** in the Women’s Center.

Respectfully submitted by:
Deirdre Dalsing