

I. Staff

-**End of semester meeting:** held last Thursday December 4, 2008 @ 7:00pm in the WC: approximately thirty staff members showed; the winter staff list was compiled, editing training was completed, promotions were discussed, and staff pictures were taken for the website.

-**Managing Staff:** ten total:

-One editor-in-chief

-Four managing editors by genre (short-story, poetry, non-fiction, art)

-Three coordinators (funding, community, advertisement)

-Two specialty editors (web, design)

-**Staff Editors:** approximately twenty:

-Prose: fifteen

-Poetry: five

-Art: three

II. Funding

-**Donation:** \$150 from Cummings Construction Co (deposited).

-**Grants**

-**Honors Program:** Independent Project, Student Skills Development-> DENIED!

-**English:** \$300- when? investigating through Leah Bayens.

-**SGA:** investigating special projects through Jessica Essing.

-**Campus Progress:** investigating through campus@campusprogress.org

III. **Website:** www.thecatfigment.com--> check it out!

-Currently being remodeled, but up and running: welcome, submissions, and about pages.

-Need to add bios to the about, work on the genre pages (short-story, poetry, non-fiction, art).

-Technology problems: uploading with filezilla (error! WHY?), resolution difficulties with Publisher (picture poor quality online, design does not always match the online equivalent, varying resolution and color on Macs...etc.).

IV. Submissions

-Approximately 30 total submissions received.

-Problem: low-quality writing.

-Solution: staff edition: writing by *The Cat's Figment* staff. Many of my members believe publishing our own work will look unprofessional (imagine a literary magazine in which the list of publishing staff matches the list of writers selected). However, the litpaper may have to function more like a newspaper than a magazine, with consistent writers on staff.

-A few have proposed we publish our own work anonymously, but I dislike this idea.

-Every member of the staff is required to submit one piece of writing for publication.

V. Editing

-Managing Editors have emailed out the first submissions to Staff Editors for edits, first editing responses are returned-> overall negative judgment of the quality of writing. ☹

V. Promotions

-Flyers given out at last meeting: friends, display, dorms, apartments, classes.

-Website promo-> leaving it up in labs on the computer screen.

-Blackboard chalk extravaganza in CB (tonight! Tuesday December 9, 8:00pm)

-Facebook status/picture-> advertise the website address, logo.

-Promo, handing out candy, flyers: Thursday December 11, 9am-5pm (sign-ups on the Facebook)

-Event promo: co-sponsored with WORD @ Common Grounds (?).

VI. Publication

-Goal: First day of classes Spring semester: Jan 14, 2009.

-Most of the work (final selections of pieces, designing – We now have Indesign!– and matching photography with writing, publication w/ Danville Advocate Messenger and distribution) will come down to Winter Break. 😊