

**Sigma Theta Tau
Psi Chapter-at-Large Calendar
2007-2008**

<p>September 17, 2007 (Monday) 5:00-7:00 PM</p>	<p>Board Meeting: Des Moines Creek Restaurant, Des Moines – salad meal</p> <ul style="list-style-type: none"> • Make sure speaker for induction has been secured • Discuss time for reception and induction ceremony • Announce Research Grant Applications • Representatives from each campus for induction ceremony invited
<p>November 5, 2007 (Monday) 5:00-7:00 PM</p>	<p>Board Meeting: Seattle VA, 1660 S. Columbian Way</p> <ul style="list-style-type: none"> • Reservations for May Induction – Confirm, UW or Marriott • Counselors prepare membership announcements and invitations
<p>January 15, 2008 (Tuesday)</p>	<p>Research Committee: TBA</p> <ul style="list-style-type: none"> • Grant Applications due • Counselors announce membership recruitment time and send invitations
<p>February 1, 2008 (Friday)</p>	<p>School Counselor Meeting: TBA</p> <ol style="list-style-type: none"> 1. School Counselors submit candidate names, addresses & emails to AA (Pam Carter) to be uploaded on STTI online induction management system. 2. Grant recipients announced and award letters sent, checks given at induction.
<p>February 11, 2008 (Monday) 5:00-7:00 PM</p>	<p>Board Meeting: TBA</p> <ul style="list-style-type: none"> • Nominating Committee • Officer nominations due
<p>April 7, 2008 (Monday) 5:00-7:00 PM</p>	<p>Board Meeting: TBA</p> <ul style="list-style-type: none"> • Finalize plans for induction
<p>April 2008</p>	<p>Induction Committee: TBA</p> <ul style="list-style-type: none"> • Pencil program and format covers • Receive all STTI materials and names of Inductees from each school from AA • Prepare name tags for Inductees and Officers – check WEB page for current board and ballot results for correct names of new officers • Order flowers (1 display) • Final count • Sign contract for # people and food • Recheck all packets
<p>May 4, 2008 (Sunday) Reception time TBD Program time TBD</p>	<p>Annual Induction ceremony for new members and chapter officers.</p> <ul style="list-style-type: none"> • Set-up Induction with reception at Induction facility • Research grant recipients to receive checks at the ceremony
<p>June 2 or 9, 2008 (Monday) 5:00-7:00 PM</p>	<p>Annual Retreat: TBA Introduction of new officers</p>
<p>Early in 2008</p>	<p>Invitation to Deans from each campus, send “save the date” letters.</p>