

<p>East Carolina University <b>HOMECOMING STEERING COMMITTEE</b></p>
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**Membership:**

The committee members are appointed annually by the Homecoming chair/co-chairs. The Associate Vice Chancellor for Alumni Relations, will be the only required position on this committee and will serve annually as a chair or co-chair. The chair(s) will extend invitations to participate on this committee.

**Committee Purpose and Responsibilities:**

The committee shall be responsible for planning, promoting, and presenting a festival of activities for Homecoming annually at East Carolina University.

**Terms of Office:**

One year or until a replacement is selected by steering committee.

**To Whom The Committee Reports:**

Vice Chancellor, Student Affairs

**Standard Meeting Time:**

A schedule of meetings will be determined by the chair(s) and will be distributed to the committee. The committee will meet monthly during January, February, March, April and May for the purpose of planning the fall Homecoming activities. Additional meetings may be scheduled in order to insure that final plans for Homecoming are made prior to the end of the spring semester. Meetings to insure the implementation of established Homecoming plans must begin early in the fall semester. The first meeting should be held no later than the second full week of classes. Subsequent meetings should be set to adequately monitor the preparations for the planned activities and provide the necessary coordination for a successful Homecoming. A follow-up meeting should be held shortly after Homecoming to assess the success of activities. The intent shall be to identify both successes and problems with the view toward improving future programs.

**Meeting Minutes:**

Minutes of every meeting are kept by the secretary elect.

**Roster:**

Michael King, SGA  
William Staub, Academic Affairs  
Karen Smith, Student Affairs  
Shawn Moore, Alumni Office  
Clint Bailey, Univ Marketing  
Todd Fraley, Academic Affairs/Faculty Senate  
Willie Lee, University Advancement  
Greg Herring, Athletics  
Bianca Shoneman, Uptown Greenville  
Emily McLamb, SA – Homecoming Advisor  
Brooke Ladutko, Student Homecoming Chair