Spring 2000

The Revitalization of an Honor Society, Pi Sigma Alpha, The National Political Science Honor Society

Kiku Huckle
Western Washington University

Follow this and additional works at: https://cedar.wwu.edu/wwu_honors

Part of the Higher Education Commons, and the Political Science Commons

Recommended Citation
https://cedar.wwu.edu/wwu_honors/184

This Project is brought to you for free and open access by the WWU Graduate and Undergraduate Scholarship at Western CEDAR. It has been accepted for inclusion in WWU Honors Program Senior Projects by an authorized administrator of Western CEDAR. For more information, please contact westerncedar@wwu.edu.
The Revitalization of an Honor Society
Pi Sigma Alpha
The National Political Science Honor Society

Kiku Huckle
June, 2000
Adam Resnick, advisor
HONORS THESIS

In presenting this Honors paper in partial requirements for a bachelor’s degree at Western Washington University, I agree that the library shall make its copies freely available for inspection. I further agree that extensive copying of this thesis is allowable only for scholarly purposes. It is understood that any publication of this thesis for commercial purposes or for financial gain shall not be allowed without my written permission.

Signature ____________________________

Date 6/6/00
why I chose PSA as my senior project

When I first became a member of Pi Sigma Alpha, the Political Science Honor Society, there was not much of a club to speak of. What was touted by the “recruiters” was the monetary benefits that could be reaped from being a member of PSA (advanced primary placement and pay scale if one were to work for the federal government), as well as the advantage of having an honor society on one’s resume.

The club itself consisted of maybe four or five members who talked about putting on events, but had little communication with each other outside of our few meetings. Once, I made and posted fliers and made several announcements in my classes for a particular event, and I was the only one to show up. No one had told me that whoever was responsible for contacting the speaker had failed to do so, and the event was, by default, canceled. Any other attempts never went beyond discussion because all four or five members could never seem to all be at the same meetings.

The conference that year was primarily put on by Julien Loh (the acting chair at the time) and Dr. Maurice Foisy (the advisor.) I helped organize the panels and do a few other small things, but the majority of what needed to get done, was done by Julien. The conference was as successful as any other, and at the lunch Julien and I spoke of wanting to become more active in the coming year.
At the beginning of this last year, it seemed like it was going to be the same story. A few of us would come out for meetings, but nothing was acted on or even planned.

Soon after winter quarter began, I considered the possibility of revitalizing Pi Sigma Alpha as my senior honor's project. I sat down and made up a few simple goals: create a web page for the club; have stationary made; plan a few fun events; increase turn-out. I turned in an abstract outlining these goals to Dr. Mariz, and so I began.

**how I began my senior project:**

The first thing one must do in bringing a club back to life is to find members. The way one brings in new members is by creating interest; to create interest, one must advertise. I didn't exactly advertise; I wrote a very generic letter to the political science professors asking that they announce the beginning of regular meetings on Thursdays at 3:00 for Pi Sigma Alpha. We had, more or less, ten people at that first meeting - all of them new faces. Julien and I were thrilled. I began making big plans about weekly events, with secretarial duties being split up among several new members and larger membership. That excitement soon fizzled. Meetings soon came to consist, once more, of Julien and myself, or myself and one or two other consistent members. The meetings were not a good idea after all.
I began planning a few events; for each event, I would send out a letter to all the political science professors asking that they make the announcement in class on my behalf. I always left my name and phone number in case any student were interested in contacting me for more information about the club. Of course, I was never contacted, but our first event brought out at least ten new faces. The next event, one in the evening, was definitely less successful.

Unfazed and a little disappointed, I made up my mind that for spring quarter I would sit down with a calendar and plan out all of the events for the quarter with dates, names, and times in advance. That way, I could print out the calendar, have them distributed, and stay on top of publicity and reservation making for each event.

This proved to be slightly more difficult than expected. The main reason is that we depend on professors for a certain amount of our programming, whether it be to lead discussions or brown bag lunches. Professors, by definition, are busy people and it is not easy to pin down dates, times, and topics from several different professors more than two weeks in advance. Nonetheless, it was a good exercise for me to sit down and think about what exactly it was I wanted to see accomplished during the quarter.

I spoke with Professor Resnick and we decided that three to four brown bag lunches, one or two movies, the conference and an end-of-the-year potluck would not make up a bad quarter-ful of events. Professor Resnick and Doctor Johnson rightfully advised me that pulling off such a full schedule
would be difficult. However, by planning high and having a series of dates set before me, although I did not get to complete all the events I wanted, I think PSA ended up having a very satisfactory quarter. We ended up with two brown bag lunches, two dinner meetings at Boundary Bay, the conference, a movie, and an end-of-the-year potluck. Turn out was never high, but there was turn out. More importantly, directly thanks to the urging of Professor Resnick to some of his students, we now have at least four students willing and ready to take on leadership positions for the Political Science Association next year.

the broadening of PSA

It may seem strange to all of a sudden say “Political Science Association” instead of “Pi Sigma Alpha,” the club I originally wanted to bring back to life. However, the shift is really quite logical. I spent some time talking to Adam Resnick, my advisor for this project, who is also the interim advisor for PSA. He asked that I decide on a long-term goal for PSA and then figure out a way to achieve it. With some prompting, it came out that I simply wanted more people to join the club and participate. We brainstormed about events that would possibly do that: brown bags, potlucks, and movies.

Professor Resnick also suggested, since the goals I had in mind in no way were unique to an honor society, and since all events were open to the entire campus population, that we make it a Political Science club.
Sigma Alpha) can also stand for Political Science Association. The second title was used rather informally so that students who didn't meet the credit or grade requirements for the honor society could still participate, but Pi Sigma Alpha had always been the main title for the organization.

What professor Resnick pointed out to me was that if we continue to say “This is a honor society event, but you can come, too,” people who were not in the honor society might feel less welcome, and less willing to participate. Since my personal goal for PSA was to increase membership, why not set aside the honor society and instead focus on the Political Science Association. Those who qualified could still obtain membership in the honor society through Western, but that would not be the main purpose nor focus of the club.

So, a little late in the game, I turned my attentions to opening up the club even further, to all students on campus who had an interest in political science, or simply wanted to participate in the events we put on. I first made this announcement at the Political Science Conference in the beginnings of May. This has traditionally been a student-run conference, the students mostly members of PSA. Due to such a position, we, as co-chairs of PSA are allowed some recognition at the luncheon on the day of the conference, and are afforded the opportunity to say a few words. This year I used the occasion to announce the broadening of the club, advertise our remaining events, and ask that all interested in participating this year and next leave
their name and e-mail addresses with me. I received at least ten addresses of interested students that day.

**why rebuilding PSA is important:**

I have always been one to say that the best college education is found outside of the classroom. A lot of people tend to say that, actually, but I can say it from first hand experience. My first two years at Western, I participated in very few extra-curricular activities. My boyfriend and I would attend the Performing Arts Series, and I would go to some sporting events, but I was not active in any group activities at all. I never lived in the dorms, and so had few chances to meet people outside of class. My college life consisted of work, class, and the friends I already had.

Things started to change at the end of my second year when I decided to become active in the Ethnic Student Center. I joined a couple of clubs in the ESC, and took leadership roles in both of them. At the beginning of my third year, I also joined Pi Sigma Alpha. Although PSA was the exception because of its relative inactivity, participating in club activities and putting on events gave me new inspiration. I wanted to make things happen. I was making great new friends, getting out more, and learning more about myself: what my interests were, what I could accomplish, what I wanted to accomplish. It was quite amazing, really. What I will remember after graduating is not the A I received in Political Science, or the C I received in a
seminar. What I will remember and what will have had the greatest effect on me is all the time I spent with my clubs, spent with members of other clubs at the Bar-B-Q's, at the dance performances, the shows I put on.

Having taken a leadership role in making these events happen has given me more confidence; taught me how to figure out what needs to get done in order for event x to happen, and make it happen. I have learned organizational, leadership, personal and communication skills. I have made friends. I have learned so much more through my club activity than through any single or group of classes that I have ever taken.

I wanted to create that opportunity for other people on this campus. Not everyone has an interest in the Ethnic Student Center, or the Outdoor Center, or in any one of the dozens of other clubs that already exist. Some people like political science, and if creating a flourishing club in political science is what it takes to give more people the opportunity to experience what I have experienced, then I'll do it. Simply participating in club events can make an enormous difference in one's college career. The opportunities for life experience that different clubs can provide (such as attending a national political science conference) potentially impact the course of someone's life.

It is for this reason that I decided to take on rebuilding PSA as my senior honor's project: I wanted to help create the possibility for other students to have incredible life experiences while at Western as I already have experienced.
HELPFUL HINTS WITHIN
THE POLITICAL SCIENCE DEPARTMENT

- Dr. Johnson was the PSA advisor before Dr. Foisy (who preceded Prof. Resnick) at a time when the club was really strong. He is always a good person to talk to when looking for advice, suggestions, and promotion and his door is always open.

- Professor Resnick is the interim advisor (1999-2000) and is new this year, so doesn't know a lot of the history or how things work at Western. However, he has great organization and long-term planning ideas on how to get the club going.

- Joan Blackwell in the Political Science main office knows some of the PSA history and kind of what has gone on. Knows a lot about past conferences and tactical information (different poli sci resources; making reservations in AH, what the poli sci dep. can do for the club by way of spending and copy making, etc.)

- Lori and Joan do a lot for the conference specifically; always good to know them and keep in touch with them both. Both can make AH room reservations for events such as brown bags, potlucks, discussions, etc.

- Try to avoid scheduling events on Wednesdays at noon because that is when staff meetings are held, although the weeks they are held on vary. The professors don't always know in advance which weeks they will have the meetings, so is best to cross Wednesday noon's off the list completely for events if need or want professor participation.

- Don't forget Tim Allen (his office is in College Hall) who's also a communications professor. He has great ideas and is very helpful; be sure to keep him updated because he is good at encouraging his students to participate.

- Always willing to help:
  Kamena, Hoover, Weir, Parris, Foisy (working half-time).
  They may say no sometimes, but don't be afraid to ask.
Suggestions for Next Year

• start keeping a log of who joins the Political Science Association and who joins Pi Sigma Alpha for historical and secretarial purposes. We have no such log and so, as of now, have no idea when exactly PSA at Western was started, by whom and how many members there now are.

• develop a quarterly calendar with general dates and event ideas so as to be able to keep track of up-coming events and stay ahead of them as far as publicity and reservations are concerned.

• set up weekly meetings with the advisor and other leaders to keep abreast of what is going on. Set agendas and always bring a list of upcoming events and a checklist of what needs to get done for those events.

• Decide on what, if any, other national or collegiate conferences you would like to attend in the coming years. Get information on how to register, if Western students would be presenting or only attending, if the National Pi Sigma Alpha will help pay some expenses (need to put in a request up to 1 year in advance, I believe).
Political Science Association Leadership Positions:

option A:

**President**: main contact between students and advisor and other professors;

over-sees activities in general; comes up with event ideas when others don’t have ideas; organizing and finding other groups to collaborate with for events and speakers, conferences

**Secretary**: responsible for taking notes at meetings; calling members for reminders of meetings (if choose to do this); writing letters to professors updating them on up-coming PSA events

**Publicist**: responsible for making signs and posters for any and all events; also responsible for making press releases to AS, the Front, any other newsletter, making and arranging for distribution of fliers.

**Treasurer**: responsible for fund-raising ideas and keeping track of accounts; petitions to various funds, including the AS if want to fund an activity

option B:

**co-chair 1**: administrative responsibilities; handles the formal paperwork that needs to be done for the conference and getting memberships in; main contact with professors on official business.

**co-chair 2**: social responsibilities; handles publicity and organization of events; recruiting, letters to professors about up-coming events and brain-storming for activities.
PSA E-MAIL LIST

1. Jessica Anderson  jessya30@hotmail.com
2. Jennifer Lange  lange54@hotmail.com
3. Brenda Thompson  brenthompson@hotmail.com
4. Bill Heming  politicalmonkey@yahoo.com
5. Adam Rapkin  rapkinballin@hotmail.com
6. Joe Woods  woodsj@cc.wwu.edu
7. Michael Kot  kotm@cc.wwu.edu
8. Whitney Garrison  n9782317@cc.wwu.edu
9. Rachel Stewart  n9643762@cc.wwu.edu
10. Brian Rudin  djsneakyb@hotmail.com
11. Tracy Nishimura  rnishimura23@hotmail.com
12. Kalinowski Agnieszka  daltonistka@yahoo.com

PSA web page address:
www.geocities.com/kuyaz/webpage/psamain.htm
EVENT PLANNING TIPS

Determine, synchronize, and confirm:
■ Speaker/Performer/etc.
■ Location
■ Date

Then, other details can be arranged.

The type of event will determine how much lead time is needed, i.e. regional conferences or events with well-known speakers may take one year's advance planning in order to make the most of publicity and have the greatest attendance.

Publicity options

On-campus reservations for major events can be submitted earlier than the previous quarter. Typically, reservations are accepted one quarter in advance (the ESC Bulletin will announce when the dates are for submitting reservations.) Spades fill quickly reserve ASAP. Don't wait and assume....

Persons driving any AS vehicle must obtain a Vehicle Permit from the Reservations Office, VU201.

Expenditure Request (ER) forms need to be completed for every paid on-/off-campus service provider, in order for a Purchase Order or check to be processed. Ref. (1) A.S. Budget Authority Handbook 98-99.

Contracts are required for any paid service provider, i.e. speaker, performer, cook,

Conferences that are overnight and/or out-of-state must have a Travel Authorization form completed in addition to the ERs for the conference expenses.

Food that is sold (not receptions/potlucks) present some challenges due to the county Health Department guidelines. There is a separate handout of considerations and things to do to make a food fair work. Ref. 1.

Budget Planning:

How To Save Money
■ Design your publicity materials- (perhaps a club member is majoring in art)
■ Utilize local resources, i.e. community speakers, regional performers, etc.
■ Plan early
■ Seek cosponsors, both on-/off-campus

Fundraising ideas
■ Raffle donated prize(s)
■ Bake sale
■ Car wash

Support other club events,

Evaluate the event soon after while details are fresh...ask others' their perception of how things went. Club programming handbook.

References: Text or Internet
■ Make sure web pages are up to date. Utilize in advertising.
■ Necessity for collaborative participation. Not just one person doing all the work.
■ Use community resources! (Ethnic org., leaders, other events, community members to help plan)
■ Use ESC Coord./Advisor (for road blocks, etc.)

This sheet is in development- let Michael or Janna know if you have suggestions or comments.
## EVENT PLANNING

Event goal statement: ___________________________

<table>
<thead>
<tr>
<th>WHAT</th>
<th>WHO</th>
<th>WHEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>The tasks that are needed to accomplish the above goal</td>
<td>Person(s) responsible for completing this action/task.</td>
<td>Determine target date for completing this action/task.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
A.S. CLUB INFORMATION SECTION

- Quick "How To" list
- A.S. "Office Procedures and Information" Handbook
- Reservation request form
- A.S. Club, Organization and Program Registration Form
- Expenditure Request
- Copy Dup. Request
- Bookstore Expenditure Forms
A.S. CLUB INFORMATION

- Check with VU202 on how to register a new AS club

- Come up with concrete, unique reasons for why the AS should sponsor your club, a club that could generate interest and benefit the campus community

- Once registered, each new club receives an initial $50 stipend

- Each club must continue to re-register each quarter (see attached registration form)

- Each club must assign a Budget Authority (will be the club treasurer, if one is elected.) This person must be always accessible and on top of club events and financial needs. This person will have the account codes and be the only one allowed to authorize any expenditure requests (how money is spent from your account.)

  This person should go through Budget Authority Training (find out how in the Business Office immediately on your right after entering VU202, and should obtain a copy of the Budget Authority Handbook [* Don't lose this!!].)

- Each club needs budget codes to make reservations in case there is any cost for room set-up or security (security is required for any room that can hold over 100(?) people regardless of how many are expected for the event.)
- Each club can request funding from other relevant on- and off-campus groups to help pay for events (co-sponsorship.) e.g. the Social Justice Group may co-sponsor an even in which you bring up a political rights activist to speak on campus.

- Each club can also request funding from hall councils (the dormitories, call R.D.'s for their meeting times and protocol) and A.S. funds. Look for other potential funds and how-to forms in VU 202.

- Make reservations as soon as possible (see attached form; call Linda for help @ x6131)

- Confirmations for reservations cannot be given out until that same quarter, but you can put in your space request a full quarter in advance. Watch out for the notices saying, “Now accepting Spring Quarter Reservations.” No reservation is guaranteed until you get a Confirmation Form from Linda to sign. Keep checking if you get no response to a reservation request. Think and act early and stay on top of your requests; if one space is denied, you can talk to Linda directly and try to find another appropriate space that will be open for your event.
In order to keep the most current information available, each organization, club and program office is required to update their registration information by the **fourth Friday of fall quarter**. Please return an updated registration form (available in VU 202) no later that 5:00 p.m. **Friday, October 15**. Office access, photocopier use, and supply access will be restricted if you do not turn in this information.

*Only persons listed on the Registration Form may have access to the office, office supplies, photocopying, and reservations.*

**KEYS**

Members of your office may obtain access to the office by picking up a key from VU 202. These keys are issued on a short-term basis and must be returned back to VU 202 by 5:00 p.m. the same day they are checked out. Please note that a piece of I.D. (i.e. WWU Student Card) will be required in exchange for the temporary keys.

Coordinators and Assistant Coordinators may be issued a key(s) for his/her office. Please anticipate a (refundable) deposit that will be due before keys are issued. The deposit scale is as follows:

1 key = $10.00, 2 keys = $20.00, 3 or more keys = $25.00.

**PHONES**

Each office phone has an assigned voice mailbox. Please make sure you keep the message current and that you check your messages regularly. There are information guides for both your phone and the voice mail system. If you need these, please ask in VU 202.

If you need a long distance code, please see Christina VanWingerden in VU 203.

**PHOTOCOPIER**

Program offices are issued copier user codes for both copiers on the 200 level of the VU (one outside VU 202 and one in the VU 209 corridor). Please use the Copy Services Center (Copy Services Request forms available in VU 202, 207 and 208) for large copy orders and complex copying to alleviate long lines and last minutes stress at our copiers.

Your copier usage will be billed to your account (5¢ per copy). New copy codes are issued each fall, so please ask at the front desk of VU 202 if you have questions about your photocopier user number. Remember that only authorized people on your access list will be given this code.

**RESERVATIONS**

The VU Reservations office is located in VU 201. Student groups wanting to use any space on campus will need to fill out a reservation form. On this form, there is also space to indicate the use of equipment (i.e., VCRs, TVs, sound equipment, etc.), and vehicles. There is another form specifically for banner/kiosk space. Reservation forms are available at the desk in VU 202. If you have questions about a reservation, please contact the Reservations Office in VU 201 (x6131).
**VEHICLES**

You can reserve A.S. vehicles for business purposes. There are 3 vans and a passenger car. You can reserve vehicles by filling out a reservation form in VU 202. The driver must first complete driver orientation in the Reservations office, VU 201. Please check with the Reservations office to schedule a time for vehicle orientation.

For the cost of reserving vehicles, please see the Viking Union Fee Schedule, located in VU 207.

**BANNERS and KIOSKS**

You may make banners and kiosks to advertise your events. Please complete a Banner/Kiosk reservation form to reserve space for your banner or kiosk. Groups are allowed one banner and/or kiosk space per month. Banners must advertise specific events, not meetings or general statements.

To use the Banner Room (VU 111), sign up in the Banner Room Reservations book, located on the counter in VU 202.

The cost per banner is $2.00. Paint, tools, and paper are provided. Please plan to make a reservation for banner space to hang your banner. Contact the Reservations Office in VU 201 (x6131) to make a reservation for banner space.

**MAIL**

The A.S. mailboxes are located just inside the VU Administration office. Please pick up your mail regularly!

Incoming mail usually arrives around 10:30 a.m. and the outgoing mail leaves at the same time. For a later pick-up (3:00 p.m.), use the mail service boxes located at:
- Miller Hall 216
- College Hall Foyer
- Arntzen Hall 3rd Floor Hallway
- Old Main 330
- Parks Hall Lobby

The A.S. pays for all mail services.
The address for all programs, clubs and organizations is:
**WWU**
Program Name
VU 202 Box_____
Bellingham, WA 98225-9106

There is also a return address stamp available in both VU 202 and VU 227.

If you have over 200 pieces to be mailed, it is considered a “bulk mailing.” Please follow the instructions outlined on the “Bulk Mail Basics” form, available in VU 202. If you have other questions about mailings, please call x3450.

**SUPPLIES**

You have access to a wide variety of supplies such as colored paper, stationery, envelopes, white-out, duct tape, etc. by going to the A.S. Board Office in VU 227. Supplies will be billed to your budget.

If the supplies you need are not available through VU 227, you have two options:
- Go to the Bookstore. Information and forms for making Bookstore purchases are available in the Finance Office (VU 207).
- You may also purchase supplies through Central Stores. Please go to the AS Board Office (VU 227) to find the catalog and order your supplies.
# VIKING UNION RESERVATIONS REQUEST

**Western Washington University**  
**Bellingham, WA 98225 M.S. 9106**  
**Phone:** (360) 650-3450  **Fax:** (360) 650-7736

## ALL REQUESTERS:

<table>
<thead>
<tr>
<th>GROUP OR DEPARTMENT</th>
<th>PERSON RESPONSIBLE (PLEASE PRINT):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SIGNATURE:</th>
<th>CONTACT PHONE #:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MAILSTOP ADDRESS:</th>
<th>DATE SUBMITTED:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## IF YOU ARE REQUESTING A ROOM OR SPACE:

<table>
<thead>
<tr>
<th>NAME OF EVENT:</th>
<th>LOCATION OF EVENT: (If an outdoor space, describe under additional info)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CO-Sponsor:</th>
<th>BUDGET CODE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ACTUAL EVENT TIME:</th>
<th>AM/PM TO AM/PM</th>
<th>ACCESS / SET READY TIME: AM/PM</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADMISSION:</th>
<th>CHANGE FUND</th>
<th>ESTIMATED ATTENDANCE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] NONE</td>
<td>[ ] YES</td>
<td>[ ] NO</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FOOD:</th>
<th>GROUP PROVIDED</th>
<th>ALCOHOL:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] NO</td>
<td>[ ] YES - BANQUET PERMIT REQUIRED</td>
<td>[ ] NO</td>
</tr>
</tbody>
</table>

## IF YOU NEED EQUIPMENT: (Please circle)

- TAPE RECORDER
- SLIDE PROJECTOR
- OVERHEAD PROJECTOR
- 8* VIDEO PROJECTOR
- VCR/MONITOR
- FLOOR OR TABLE LECTERN (please circle preference)
- CHALKBOARDS
- EASEL
- SCREEN
- EXTENSION CORD
- OTHER: ________________________________________

## IF YOU NEED A VEHICLE:

<table>
<thead>
<tr>
<th>DESTINATION:</th>
<th>BUDGET CODE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURE / TRAVEL REQUEST APPROVED</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DRIVER ORIENTATION NEEDED (REQU'D FOR ALL A.S VEHICLES):</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] YES [ ] NO</td>
</tr>
</tbody>
</table>

## ADDITIONAL INFORMATION: (If you are planning an outdoor event, or any event other than a meeting, please use this space to describe your event)

------------------------------------------------------------------------

BANNERS & KIOSKS ARE AVAILABLE TO BE RESERVED USING THE BANNER/KIOSK REQUEST FORM  
PLEASE USE A VENDOR'S REQUEST FORM FOR VENDOR SPACE
### A.S. Club, Organization & Program Registration Form

Coordinator or Budget Authority: Please complete this sheet and return it to Viking Union 202. Please submit an updated form any time there’s a change in the below information.

<table>
<thead>
<tr>
<th>Group Name:</th>
<th>Today’s Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Club e-mail account (if applicable):</td>
<td></td>
</tr>
<tr>
<td>Web Page URL (if applicable):</td>
<td></td>
</tr>
<tr>
<td>Office hours (if applicable):</td>
<td>Location:</td>
</tr>
<tr>
<td>Regular Meeting Day/Time/Location (if applicable):</td>
<td></td>
</tr>
<tr>
<td>Faculty/Staff Adviser (if applicable):</td>
<td>Phone:</td>
</tr>
</tbody>
</table>

### Club Leader & Member Information

List student club leaders/members authorized to have access (check out keys, etc), use A.S. copier, make reservations, and buy A.S. supplies. Use back or an additional sheet to add more students or any non-student members to this list. Clubs & organizations must have at least 5 student members listed to maintain A.S. club recognition status.

<table>
<thead>
<tr>
<th>Name</th>
<th>Code (circle “All” or as many others as apply)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coordinator/President</td>
<td>All Access Reservations Copier Supplies</td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td></td>
</tr>
<tr>
<td>Assistant Coordinator</td>
<td>All Access Reservations Copier Supplies</td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td></td>
</tr>
<tr>
<td>Budget Authority</td>
<td>All Access Reservations Copier Supplies</td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td></td>
</tr>
</tbody>
</table>

All listed names are a matter of public record. Please be advised that listed information will be given out to people who request information about clubs & organizations on campus.

Office Use Only
CONFIRMATION PROCESS: Please review the attached reservation form(s). If acceptable, sign both copies of the form. Keep one for your records and return the other copy to Linda Bolinger, the Reservationist, in VU 202, MS 9106. Signing the reservation form for use of space/equipment signifies that you have read, understood and will comply with the following regulations. If the reservation is marked tentative, the necessary information must be supplied to Lee Enell, the Event Services Manager no later than 5:00 p.m. the Friday the week before your event.

VIKING UNION/ACADEMIC SPACE RESERVATIONS: All student groups must reserve any space on campus through the Reservations Office. This includes Viking Union space, academic space, Marriott space, Carver Gym, Performing Arts Center, Fairhaven facilities, and/or any space on campus. Departments need only contact the Reservations Office when they want to reserve space in the Viking Union. Academic space is not available to student groups until after 4:00 p.m. on weekdays and all day on weekends.

ROOM ARRANGEMENT: PLEASE DO NOT REARRANGE ANY OF THE FURNITURE IN THE VIKING UNION MEETING ROOMS. If you need a room to be arranged differently than our standard set, contact Lee Enell at 650-4777 prior to your event. Groups are not allowed to move furniture in the Viking Union or Viking Addition. If the room needs cleaning or re-setting after you leave, you will be charged for that service.

EQUIPMENT: The Viking Union has a variety of audio-visual equipment available for your use. In addition to user-operated AV equipment, we have sound and lighting equipment that needs to be operated by our technicians. While there is no charge to University groups that use this equipment, there is a charge for the technicians who operate sound and lighting systems. You can reserve this equipment when you reserve a space in our facility. As a courtesy, audio-visual equipment will be set up in your room before you arrive.

CHARGES: There are fees for set up, security, light and sound technicians, and vehicle use. The reserving group is responsible for all charges resulting from the reservation. Most equipment use is free to University affiliated groups. Please contact Lee Enell at 650-4777 for an appointment to discuss estimated charges for your event. Students groups must do an Expenditure Request for those charges before the event day or the event may be cancelled.

SIGNATURE REQUIREMENTS: A departmental representative must sign the reservation for non-A.S. recognized student groups.

SMOKING POLICY: There is no smoking in state facilities or vehicles except in designated areas.

ALCOHOLIC BEVERAGES: If you plan on serving alcoholic beverages, you must obtain a liquor permit from the Washington State Liquor Control Board. Contact the Vice President of Student Affairs Office in Old Main 390 at least one week in advance. This permit costs $10.00. If you plan on selling liquor at an...

...continued
event, such as a beer garden, you must apply for the permit at least six weeks in advance. There is a $35.00 fee for this permit. If your event is in the Viking Union, please contact the Building Manager on the day of your event and he/she will post the permit on the premises. You can reach the Building Manager through the Viking Union Information Desk located on the third floor of the Viking Union.

**FOOD SERVICE:** All food service and catering for University facilities, excluding Lakewood and Viqueen Lodge, are provided by Marriott Food Service. Certain types of non-catered events by University groups may be permitted such as potlucks, food fairs, and closed, working meetings. Non-University groups must use Marriott Catering if they plan to serve food or beverages. Any exception to this policy must be approved by the Viking Union Associate Director-Operations or the Director.

**PYROTECHNICAL DEVICES:** Use of pyrotechnical devices, including explosive, smoke/fog generating, and open flame or flash devices are not allowed. Any exceptions must be approved by the Viking Union Associate Director-Operations.

**A.S. VEHICLES:** When using an A.S. vehicle, you must have a vehicle orientation. Please drop by the Reservations Office in VU 201 to view the videotape. Be sure to bring your driver’s license with you.

**LAKWOOD LOUNGE:** This facility is located on Lake Whatcom. It is available for reservation by calling Linda Bolinger at 650-6131. If you have reserved this location, you will find the rules and regulations attached to your reservation.

**CHALLENGE COURSE:** If you have reserved this facility with Fred Collins (650-3731), located at the Lakewood Complex on Lake Whatcom, you should find attached: a memo from the course director, a list of participant information, and a map to Lakewood. If you are reserving the course for a university group, you should also find attached a Field Trip Insurance Roster. If you have not received these documents, please call the Viking Union Reservations Office at 650-6131.

**VIQUEEN LODGE:** This facility is located on Sinclair Island in the San Juans. The cabin provides bunkbeds for ten people. There is no electricity on Sinclair Island; however, propane lights, stove and refrigerator are provided. Heat is provided via wood stove. There is a maximum stay of five days, including one weekend. Information is available in the Viking Union Reservations Office, Room 201.

**BANNER/KIOSK RESERVATIONS:** Reservations for banner and kiosk space may be made by completing a banner/kiosk reservation form, available at the Front Desk of VU 202. Each group is allotted one banner and one kiosk space for one week, per event, per month.

**EXTERIOR SPACES:** If you would like to have an outdoor activity anywhere on campus, you need to fill out a reservation form requesting the desired space with a thorough description of the activity in the note section of the form. Sound systems are not allowed in Red Square when classes are in session. All outdoor reservations must be approved by the Director of the Viking Union.

We welcome you to the Viking Union and all Associated Student facilities. We appreciate your compliance with the aforementioned regulations, and feel free to let us know if there’s anything we can do to better serve you. Please take time to fill out the VU Reservations Feedback Questionnaire. This will better enable us to serve you in the future.
**Confirmation**

Customer:  
Kiku Huckle  
PI SIGMA ALPHA  
VIKING UNION  
W. WASHINGTON UNIV.  
BELLINGHAM, WA 98225

Reservation:  
**23231**

<table>
<thead>
<tr>
<th>Event:</th>
<th>Movie-Animal Farm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone/Fax:</td>
<td>756-0038</td>
</tr>
<tr>
<td>Event Type:</td>
<td>Special Event</td>
</tr>
</tbody>
</table>

**Bookings/Details**

<table>
<thead>
<tr>
<th></th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, May 10, 2000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7:00 pm - 9:00 pm Movie-Animal Farm (Confirmed - Standard) SL-140</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standard</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Remarks:  
Kiku, SL-110 wasn't available. You will need to contact Media Services, X3300 for the equipment you need. Thanks, Linda

I, as an authorized agent of the above named group, agree to abide by the policies of the Viking Union, and all applicable University and State Laws and regulations.

Authorized Signature: ____________________________
PUBLICITY INFORMATION

Includes:

-information on how to submit articles/advertisements to the FAST

-AS Publicity and Promotion Handbook includes:
  modes of promoting events
  promotion timeline table
  description of promo. venues
  guidelines for the use of certain venues
  local media resources
  poster distribution checklist
  posting suggestions
  publicity center rates for various services

-Table Tent Policy description

-Associated Students Calendar Submission Form

-Sourceboard, Info Line and Weekly Calendar AS submission form

-KUGS Public Service Announcement Form

-Fairhaven College Bulletin form
BANNER INFORMATION

- Banner room is at the disposal of all AS clubs

- Sign up for banner time (2 hour blocks) in VU 202 at the info. Desk

- $2 will be deducted from your club account for use of the room, paper and paint

- You must put a tag on each banner you make stating which club it belongs to, what event, etc. (tags are in the banner room.)

- Reserve banner space on campus in VU 201 with Linda
  - use a standard reservation form
  - must put in request at least 1 month in advance if want to be guaranteed the space, but can request space closer to event if needs be.
  - banner space reservations last 1 week (Monday to Friday; sometimes Friday to Thursday – check with Linda x6131)

- Banners are an excellent way to get advertising out about an event – make the writing large, clear and bright.

- The best places to hang banners are on the side of Bond Hall; Fraser Hall, and sometimes Artzen Hall.
TABLE TENT POLICY

To insure that the table tents of the residential dining areas do not become cluttered, the following policy will apply to the placement of table tents in the dining halls only. You will need at least 250 table tents. You might want to provide extras.

1. Table tent content, size, and design must be approved by the Dining Service Office in advance for all dining halls. This approval and reservation should be made at Edens Hall, Suite 109, x2970.

2. The maximum paper size is 11 inches wide by 4 1/4 inches high, folded (rolled) and ends attached lengthwise into a cylinder approximately 3 to 3 1/2 inches in diameter and 4 1/4 inches high. (The plastic holders will no longer be available.)

3. The tent sponsor may place the tent on the table beginning at 9:00am on the Monday of the reserved week. They cannot be distributed during a meal time.

4. Table tents that become worn, defaced or otherwise unattractive will be removed by the Dining Service staff. Replacement of such tents is the responsibility of the sponsor.

5. The message and content of the table tent is limited to on-campus activities sponsored by campus organizations, and may not contain messages of an individual nature (such as political advertising).

6. The maximum duration for a table tent shall be seven (7) days. The reserved week dates must be included somewhere along the bottom of each table tent (i.e. 9/21-9/27).

7. Any campus organization may only reserve one side of a table tent twice per quarter.

8. Only three table tents will be allowed per table, one having Residence System priority, one University Dining Service priority, and one for authorized campus community on a reservation basis.

9. When reserving table tents the specific organization name must be given, not an umbrella name.

10. A letter from the person in charge of table tents will be sent out a week after the reservation has been made to confirm the reservation and date.

11. The sponsor of the table tent will submit four (4) samples of their table tent by Friday at 12 noon before their reserved week.
Associated Students WWU—Calendar Submission Form

The AS "What's Happening" INFO Line, 650-4636, and the AS Website News and Events Calendar will be updated weekly by the Publicity Center Media Specialist. Deadline for the weekly submission sheet is Thursdays before 5 p.m. (no exceptions). Leave information in Box H-2. If you have questions, please call x7490. Thank you.

Office/Organization Name ____________________________________________ Phone # ______________

Contact Person ____________________________________________ Phone # ______________

Event/Program Information:

Title ____________________________________________

Date(s) _______________________________ Time(s) _______________________________

Location ____________________________________________

Fee, Charge, or Suggested Donation ____________________________________________

Brief Description ____________________________________________

Associated Students WWU—Calendar Submission Form

The AS "What's Happening" INFO Line, 650-4636, and the AS Website News and Events Calendar will be updated weekly by the Publicity Center Media Specialist. Deadline for the weekly submission sheet is Thursdays before 5 p.m. (no exceptions). Leave information in Box H-2. If you have questions, please call x7490. Thank you.

Office/Organization Name ____________________________________________ Phone # ______________

Contact Person ____________________________________________ Phone # ______________

Event/Program Information:

Title ____________________________________________

Date(s) _______________________________ Time(s) _______________________________

Location ____________________________________________

Fee, Charge, or Suggested Donation ____________________________________________

Brief Description ____________________________________________

Associated Students WWU—Calendar Submission Form

The AS "What's Happening" INFO Line, 650-4636, and the AS Website News and Events Calendar will be updated weekly by the Publicity Center Media Specialist. Deadline for the weekly submission sheet is Thursdays before 5 p.m. (no exceptions). Leave information in Box H-2. If you have questions, please call x7490. Thank you.

Office/Organization Name ____________________________________________ Phone # ______________

Contact Person ____________________________________________ Phone # ______________

Event/Program Information:

Title ____________________________________________

Date(s) _______________________________ Time(s) _______________________________

Location ____________________________________________

Fee, Charge, or Suggested Donation ____________________________________________

Brief Description ____________________________________________
SourceBoard, Calendar & Info Line Request Form

Questions? Please call the AS Media Specialist at 650-7490.

Use this form to request display of your organization's current and upcoming events and activities on our electronic reader boards, and to be included on our voice mail Info Line reached at 650-INFO and the AS Weekly Calendar. The SourceBoards are located in the Viking Union, VU Fifth Floor Food Court, Arntzen Atrium and the AS Co-op Bookstore. This service is free for all AS and WWU clubs and organizations. Submit your request at least one week in advance. Messages will be run for one week, Monday through Friday. Requests must be made on this form and must not exceed 65 spaces. Return this completed form to the Publicity Center Media Specialist in VU114, or drop in box H-3 in VU202.

<table>
<thead>
<tr>
<th>Today's Date</th>
<th>Club or Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week to be run (Mon-Fri)</td>
<td>Signature</td>
</tr>
<tr>
<td></td>
<td>Organization Representative</td>
</tr>
</tbody>
</table>

For the SourceBoards, fill out the boxes below. Please print legibly.
One character per box, spaces and punctuation count as characters! The PC reserves the right to edit where necessary.

For the Info Line and Weekly Calendar, please provide the following information.
Please include a description of the event in the space below. Information in the description will be added to the AS Info Line and the AS Weekly Calendar which is faxed to the Publicity Center media list.

Event Time & Date: _____________ Location: ____________________________________

Description: ____________________________________

__________________________________

__________________________________

__________________________________

__________________________________

__________________________________

Date Received
IS THERE AN UPCOMING EVENT THAT YOU WANT PUBLICIZED ON THE RADIO?

KUGS-FM is a non-profit, non-commercial campus radio station. We can air public service announcements without charge to sponsoring organizations.

PLEASE COMPLETE THE FOLLOWING INFORMATION:

EVENT:

DATE:

LOCATION:

SPONSORING ORGANIZATION:

CONTACT PHONE # (to be read on the air):

ADDITIONAL INFORMATION:

Return this PSA Request form to KUGS via mail, or by hand delivering it to the "Completed PSA" envelope located at the top of the stairs on the 4th floor of the Viking Union.

Any Questions??
Call the KUGS Public Affairs Director at 650.6801.
FAIRHAVEN COLLEGE BULLETIN FORM

DEADLINE: 5 PM Friday & Wednesday. The bulletin comes out on Monday and Thursday. Notices will be run once, maybe twice. Please keep messages brief. Please type or print legibly! THIS FORM MUST BE SIGNED. Note: We cannot advertise items for sale.

DATE: ___________________________ DATES TO RUN: ___________________________

CIRCLE ONE:

OFFICIAL NOTICE  CLASSES  STUDENT AFFAIRS  EVENT  OTHER

KEY WORDS: __________________________________________

MESSAGE: ____________________________________________

NAME: ____________________________________________
CONFERENCE INFORMATION

Includes:

- a list from the American Political Science Association of upcoming conferences that PSA could attend
- grant information from the APSA
- information and web-pages on other local political science organizations and nearby universities

Uses:

- nearby universities represent potential associates to collaborate with and organize activities with over the next few years (socials, guest speakers, regional university-level conferences, etc.
- collegiate regional conference:
  - have papers submitted to hosting university; either host university sets up a committee to choose the best papers, or organize a panel with representatives from each participating university.
  - create panels; ask professors and community leaders from all participating communities to be the discussants for the panels and/or pick a key note speaker from that same group.
  - need to arrange food for large group, entertainment, and maybe housing.
  - could get A.S. funding (if an A.S. club) and maybe from the Political Science department.
- should consider an entrance fee; if do this, may have to consider allowing all who submit to participate.
Regional Political Science Conferences

American Political Science Association
2000 Annual Conference
August 31-September 3, 2000
Washington, DC

New England Political Science Association
2000 Annual Conference
May 5-6, 2000
Crowne Plaza
Hartford, CT

Northeastern Political Science Association
2000 Annual Conference
November 9-11, 2000
Crowne Plaza
Albany, NY

Midwest Political Science Association
2000 Annual Conference
April 27-30, 2000
Chicago, Illinois

Northern California Political Science Association
1999 Annual Conference
March 25, 2000
San Jose, CA

Southern Political Science Association
2000 Annual Conference
November 8-11, 2000
Atlanta, GA

Southwestern Political Science Association
2001 Annual Conference
March 14-18, 2001
Radison Hotel
Fort Worth, Texas

Western Political Science Association
2001 Annual Conference
March 15-17, 2001
Las Vegas, Nevada
Upcoming Conferences in Political Science and the Social Sciences

http://www.apsanet.org/PS/conferences

The American Political Science Association Online

Search this site:

CONFERENCES
GRANTS
ORGANIZATIONS
ANNOUNCEMENTS
CALLS FOR PAPERS

2000 Annual Meeting
Online Exhibit Hall

join APSA today!

join now

Third National Conference for Pre-Law Advisors
November 16-18, 2000 - San Diego, California

Psonline
upcoming conferences

As an element of Psonline, all listings of upcoming conferences will now be posted here to assist individuals in locating scholarly meetings within political science and related disciplines. When available, the item will be linked to the organization responsible for the conference, otherwise the item will contain contact information for further details.

A list of major regional political science association conferences is also available. These major regional conferences are among the largest political science gatherings in the world.

If you would like to add a conference listing please submit the following form.

FUTURE APSA ANNUAL MEETINGS

- August 31 - September 3, 2000: Washington, DC
- August 30 - September 2, 2001: San Francisco, CA
- August 29 - September 1, 2002: Boston, MA
  (APSA CENTENNIAL!)
- September 2-5, 2004: Chicago, IL
- September 1-4, 2005: Washington, DC

2000

MAY

18 - 19 Mobile Geographies, Plural Histories: New Paradigms in Area Studies
22 - 25 Women and Society in the Middle East
22 - 26 Workshop: Introduction to Spatial Data Analysis
27 Millennium: Journal of International Studies--Conference on Religions and International Relations
31-June 4 International Association for the Study of Common Property (IASCP)

JUNE:
### Upcoming Conferences in Political Science and the Social Sciences

[http://www.apsanet.org/PS/conferences/](http://www.apsanet.org/PS/conferences/)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 2</td>
<td>World War II - A 60 Year Perspective</td>
</tr>
<tr>
<td>9 - 11</td>
<td>Women &amp; Society</td>
</tr>
<tr>
<td>15 - 16</td>
<td>Korean War 50th Anniversary Commemoration and Conference</td>
</tr>
<tr>
<td>15 - 17</td>
<td>Public Broadcasting and the Public Interest</td>
</tr>
<tr>
<td>15 - 17</td>
<td>17th Conference on Baltic Studies</td>
</tr>
<tr>
<td>16 - 18</td>
<td>Polish Institute of Arts and Sciences of America</td>
</tr>
<tr>
<td>19 - 23</td>
<td>Workshop on Bayesian Perspectives on Spatial Analysis in the Social Sciences</td>
</tr>
<tr>
<td>21 - 24</td>
<td>6th International Interdisciplinary Conference on the Environment</td>
</tr>
<tr>
<td>22 - 24</td>
<td>Communicating Politics: Engaging the Public in Campaign 2000 and Beyond</td>
</tr>
<tr>
<td>22 - 25</td>
<td>Rural Women's Studies Association</td>
</tr>
<tr>
<td>26 - July 8</td>
<td>Prague-Berlin Seminar</td>
</tr>
<tr>
<td>28 - July 2</td>
<td>Society for Disability Studies</td>
</tr>
</tbody>
</table>

**JULY**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>July/August</td>
<td>Central European University's Summer University</td>
</tr>
<tr>
<td>1 - 4</td>
<td>International Society of Political Psychology</td>
</tr>
<tr>
<td>24 - 28</td>
<td>Workshop on Multiagent Spatial Modeling</td>
</tr>
<tr>
<td>29 - 3</td>
<td>ICSA V. World Congress</td>
</tr>
</tbody>
</table>

**AUGUST**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 5</td>
<td>International Political Science Association</td>
</tr>
<tr>
<td></td>
<td>XVIII World Congress</td>
</tr>
<tr>
<td>1 - 5</td>
<td>Research Committee on Socialism, Capitalism, and Democracy of the International Political Science Association</td>
</tr>
<tr>
<td>1 - 5</td>
<td>Research Committee of Legislative Specialists of the International Political Science Association</td>
</tr>
<tr>
<td>6 - 9</td>
<td>National Social Science Association Summer Seminar</td>
</tr>
<tr>
<td>14 - 18</td>
<td>The 7th International Society for the Study of European Ideals Conference</td>
</tr>
<tr>
<td>14 - 18</td>
<td>Workshop: Spatial Regression Analysis (Ann Arbor, MI)</td>
</tr>
<tr>
<td>14 - 18</td>
<td>Workshop: An Introduction to Spatial Pattern Analysis in a GIS Environment (Santa Barbara, CA)</td>
</tr>
<tr>
<td>29 - 30</td>
<td>CISS/ISA Millennium Series - Emergent Patterns: Reflections on the Twenty First Century</td>
</tr>
<tr>
<td>30</td>
<td>Frontiers of Women and Politics Research (for Graduate Students)</td>
</tr>
</tbody>
</table>

**SEPTEMBER**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 - 9</td>
<td>Making of the New Europe: The first 25 years of the CSCE/OSCE</td>
</tr>
<tr>
<td>7 - 9</td>
<td>Globalisation and European Integration</td>
</tr>
<tr>
<td>21 - 23</td>
<td>Anti-Corruption Summit 2000</td>
</tr>
<tr>
<td>22 - 23</td>
<td>The Constitution and the Good Society</td>
</tr>
<tr>
<td>28 - 29</td>
<td>Political Parties and Public Movements in the Conditions of Crisis and Conflict: the Experience of the Passing Century</td>
</tr>
</tbody>
</table>

**OCTOBER**

{05/23/2000 9:09 AM}
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 - 3</td>
<td>Treating Women's Addictions: Research Confronts Reality</td>
</tr>
<tr>
<td>5 - 7</td>
<td>European Studies Conference</td>
</tr>
<tr>
<td>5 - 7</td>
<td>Democracy Beyond the Nation-State: Perspectives on a Post-National Order</td>
</tr>
<tr>
<td>12 - 15</td>
<td>Annual Conference on Social Theory, Politics, and the Arts</td>
</tr>
<tr>
<td>13 - 14</td>
<td>The Modern Presidency: FDR to Clinton</td>
</tr>
<tr>
<td>13 - 15</td>
<td>Political Studies Association of Ireland</td>
</tr>
<tr>
<td>19 - 21</td>
<td>National Association of Schools of Public Affairs and Administration</td>
</tr>
<tr>
<td>19 - 22</td>
<td>The Society for Utopian Studies</td>
</tr>
</tbody>
</table>

**NOVEMBER**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 - 3</td>
<td>Race in America: Analytical and Policy Perspectives in the 21st Century</td>
</tr>
<tr>
<td>3 - 5</td>
<td>International Leadership Association</td>
</tr>
<tr>
<td>8 - 11</td>
<td>Southern Political Science Association</td>
</tr>
<tr>
<td>9 - 11</td>
<td>Northeastern Political Science Association</td>
</tr>
<tr>
<td>9 - 11</td>
<td>National Conference on Moral Norms and Public Discourse</td>
</tr>
<tr>
<td>15 - 17</td>
<td>National Social Science Association Conference</td>
</tr>
</tbody>
</table>

**2001**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEBRUARY</td>
<td></td>
</tr>
<tr>
<td>23 - 24</td>
<td>Georgia Political Science Association</td>
</tr>
</tbody>
</table>

**MARCH**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 - 3</td>
<td>Conference on the Study of Politics in the American States</td>
</tr>
<tr>
<td>2 - 3</td>
<td>Research Conference on Gubernatorial, Senatorial, and Presidential Approval</td>
</tr>
<tr>
<td>14 - 18</td>
<td>Southwestern Political Science Association</td>
</tr>
<tr>
<td>22 - 25</td>
<td>Association for Asian Studies</td>
</tr>
</tbody>
</table>

**APRIL**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 - 9</td>
<td>British Association for American Studies</td>
</tr>
<tr>
<td>27 - 28</td>
<td>Civility in America Since 1851</td>
</tr>
</tbody>
</table>

---

CONFERENCES | GRANTS | ORGANIZATIONS | ANNOUNCEMENTS | CALLS FOR PAPERS

Third National Conference for Pre-Law Advisors
November 16-18, 2000 - San Diego, California
2000 Annual Meeting Preregistration

HOW TO PREREGISTER
Preregistering for the 2000 Annual Meeting will save you time and money. To qualify for the low rates listed below, preregister by April 14, 2000, if you are a program participant, or by August 11, 2000, if you are attending the meeting.

REGISTRATION RATES

<table>
<thead>
<tr>
<th></th>
<th>On-Site Registration</th>
<th>Preregistration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular, Associate, Family, Retired, and Unemployed Members</td>
<td>$120</td>
<td>$90</td>
</tr>
<tr>
<td>Student Members, High School/ Community College Faculty Members</td>
<td>$54</td>
<td>$30</td>
</tr>
<tr>
<td>Nonmembers</td>
<td>$208</td>
<td>$171</td>
</tr>
</tbody>
</table>

*If you do not preregister by August 11, 2000, you must register on-site at the Marriott Wardman Park at the applicable on-site rate.

PLEASE DO NOT SUBMIT YOUR PREREGISTRATION FORM AND PAYMENT MORE THAN ONCE OR YOU WILL BE CHARGED TWICE.

NO REFUNDS
Many more people would like to serve on panels than the Program Committee can accommodate. After discovering that people would often agree to deliver a paper or act as a discussant only to withdraw at the last moment, leaving panel spaces empty that others would have gladly filled, the Council enacted a no-refunds policy to encourage accepted panelists to fulfill their obligations to attend the meeting. As a consequence, APSA cannot provide refunds if you preregister but then are unable to attend the Annual Meeting. Please be sure to finalize your plans to attend the Annual Meeting before you preregister.

2000 PREREGISTRATION FORM
You must be a current member of the Association in order to qualify for member rates.

You will receive a postcard confirming your preregistration within approximately two weeks of submitting this form. The postcard is your receipt. Receipts will not be mailed or faxed after the meeting.

This form uses standard SSL security to protect your personal and credit information.

Registration Fee

Please select the appropriate preregistration category:

- $30  Student Member, High School/Community College Faculty Member
- $90  Regular, Associate, Family, Retired, or Unemployed Member
- $171 Nonmembers

Personal Information
Please complete the following information. Please confine your address to no more than five lines with no more than 35 characters per line.

Name:

Current Address:

Home Phone:
Making Preparations for APSA 2000

APSA returns to Washington, DC for the 2000 Annual Meeting, August 31-September 3. The Marriott Wardman Park, Omni Shoreham, and Hilton Washington and Towers hotels will host the 96th gathering. Ira Katznelson and Helen Milner, both of Columbia University, will organize the meeting under the general theme: "Political Science as Discipline? Reconsidering Power, Choice and the State at Century's End."

Travel Grant Programs For 2000 Meetings
APSA will again offer a limited number of travel grants to graduate students and international scholars.

The Digital Meeting
Annual Meeting Papers Online
Didn't make it to Atlanta for the Annual Meeting? No worries, over 1000 papers from the meeting are now online as part of PROceedings.

Learning New Skills
Annual Meeting Short Courses Provide New Opportunities
The Wednesday prior to the start of the meeting is set aside as a day of professional development. Interested? Click here.

Official APSA Annual Meeting sponsors
Addison Wesley Longman - sponsoring Orientation Welcome reception
Bedford/St. Martin - sponsoring the APSA Pocket Program
Pi Sigma Alpha - co-sponsoring the APSA Honors reception
Prentice Hall - sponsoring the Marriott Wardman Park key cards
Rowman & Littlefield Publishing Group - co-sponsoring the APSA Honors reception
Westview Press & Basic Books - sponsoring the APSA Graduate Student reception

Are You Participating in the 2000 Meeting?
If so, it is important you read the instructions regarding your participation

apsa hits the road
a look at upcoming apsa meetings
Annual Meeting Travel Grants

To assist certain communities in attending the APSA Annual Meeting, the Association offers three separate travel grant programs. Please review the material below to see if you qualify for funding.

International Travel Grants

This program is designed for faculty members from institutions outside the United States who are participating in the Annual Meeting. Graduate Students currently enrolled in a doctoral program in their home country are also eligible. More information

Advanced Graduate Student Travel Grants

This program is designed for American graduate students currently enrolled in a doctoral program in the United States. Eligible applicants will be presenting a paper or poster at the Annual Meeting. More information

Advanced International Student Travel Grant

This program is designed for international graduate students who are currently enrolled in a doctoral program in the United States and who intend to return to their home country upon completion of their training. Preference is given to those who will be presenting a paper or poster at the Annual Meeting. More information
British Columbia
Political Studies Association

World Wide Web Server

This server contains information on the British Columbia Political Studies Association (BCPSA) and its activities.
The current BCPSA President is Norman Ruff of the Department of Political Science at the University of Victoria, Victoria, British Columbia. To send an e-mail message click on this.

Table of Contents

⭐ BCPSA General Information

- BCPSA Overview
- BCPSA Constitution
- BCPSA Membership
- BCPSA Award Winners

⭐ 2001 AGM Information

The 2001 AGM will be held at the Langara College in Vancouver B.C. in early May. The local organizer is Stephen Phillips To send a message, click on this. Information on the conference will be posted to the following links as it becomes available.

- General Information and Call for Papers
- Student Essay Competition
Minutes of the Annual General Meeting

- 1995 AGM Minutes
- 1996 AGM Minutes
- 1997 AGM Minutes
- 1998 AGM Minutes
- 1999 AGM Minutes
- 2000 AGM Minutes

Papers Presented at the BCPSA AGM

- First AGM - Simon Fraser University, Burnaby B.C., Canada - May 5-6, 1995
- Second AGM - University of Northern British Columbia, Prince George, B.C., Canada - May 2-3, 1996
- Third AGM - Capilano College, North Vancouver, B.C., Canada - May 2-4, 1997
- Fourth AGM - University College of the Cariboo, Kamloops B.C. - May 8-10, 1998
- Fifth AGM - University of British Columbia, Vancouver B.C. - May 14-15, 1999
- Sixth AGM - University of Victoria, Victoria B.C. - May 5-6, 2000

B.C. Political Science Departments

Lower Mainland
- Capilano College
- Douglas College
- Kwantlen College, Political Science
- Langara College
- Department of Political Science, Simon Fraser University
- Trinity Western University, Political Science
- University College of the Fraser Valley
- UBC Department of Political Science

North
- College of New Caledonia
- Northern Lights College
- Northwest Community College
- UNBC Department of Political Science

Vancouver Island
- Camosun College
- Malaspina University College, Department of Political Science
- North Island College
- Royal Roads
University of Victoria, Department of Political Science

Southern Interior
- College of the Rockies
- Okanagan University College, Political Science
- Selkirk College
- University-College of the Cariboo, Politics

U.S. Pacific Northwest
- U.S. Pacific Northwest Colleges and Universities
- Pacific Northwest Political Science Association

Other Information of Interest to B.C. Political Scientists
- Canadian Political Science Association
- Societe Quebequoise de Science Politique (SQSP)
- Atlantic Provinces Political Science Association (APPSA)
- Western Canadian Political Science Association (WCPSA)
- B.C. Governments (Mun.Prov.Fed.) Homepages
- CPSA WWW Resources
- Electronic Sources of Interest to Political Scientists
- Political Scientists Guide to the Internet
- More Political Science Electronic Resources

Return to the SFU homepage.
Return to the Department of Political Science homepage.
Return to the Institute of Governance Studies homepage.

Site Visits Since January, 1996
Pacific Northwest Political Science Association

PNWPSA: Officers

President:
- William Lunch, Oregon State University

Incoming President:
- Richard Moore, Lewis & Clark State College

Executive Secretary-Treasurer
- Robert Eisinger, Lewis and Clark College

Executive Council
- Russ Dondero, Pacific University
- Kara Shaw, University of Victoria
- Lisa Carlson, University of Idaho
- Maurice Foisy, Western Washington University
- Vernon Johnson, Western Washington University
- James Foster, Oregon State University

The six members of the Executive Council serve three year terms on a rotating basis. At each annual general membership meeting two members of the Executive Council and a president-elect are elected. The criteria for nomination are: attendance and participation in annual conferences; and diversity. Representation from geographical areas, from public and private institutions, from community college through major research universities, and from traditionally under-represented groups are considered for the composition of the Executive Council. Nominations and self-nominations will be solicited at the general membership meeting each year, and may also be submitted at any time during the year via e-mail or mail to any member of the Executive Council. The Executive Council will also confer and recommend candidates to the general membership meeting, which is convened during the annual conference, where the election will be held.

Ex-Officio
- Dick Olufs, Pacific Lutheran University

Program Coordinator
- Nancy Curran, Lewis & Clark College
  office: (503) 768-7640
  fax: (503) 768-7637

Former Presidents of the PNWPSA
This is the official homepage of the Canadian Political Science Association. It contains information and links relating to the study of Political Science in Canada.

This page contains links to information about the CPSA and its activities and links to resources that Political Scientists have come to rely upon to do their research.

This site will constantly be improved and updated. Please consult it regularly. Send your comments to our webmaster.

Please see the copyright and disclaimer notice covering page contents.
The resources of this site are divided into ten groups:

- An Overview of the CPSA (includes general information about constitution, organization, funding, publications, prizes and other activities)
- Official CPSA announcements
- CPSA Membership information
- Directories of CPSA officers and Canadian Political Science departments
- Annual General Meetings
- CPSA Bulletins (job postings, notices and information on political science in Canada)
- Annual Reports
- Federal and Ontario Legislative internship programs sponsored by the CPSA
- Canadian Journal of Political Science
- Electronic Resources of interest to political scientists
- Careers in Political Science
- Job opportunities (regularly updated)
- CPSA's POLCAN Listserver (free membership).

The CPSA enjoys affiliate relationships with international, provincial and regional political science associations. To access information on these organizations click on the relevant links below:

- Société québécoise de science politique
- Atlantic Provinces Political Science Association
- The British Columbia Political Studies Association
- International Political Science association / Association internationale de science politique

Le contenu français de ce site se trouve sur les pages suivantes :

- Renseignements généraux sur l'ACSP (constitution, structures, financement, publications, prix scientifiques, activités diverses, etc.)
- Avis officiels de l'ACSP
- Renseignements sur l'adhésion à l'ACSP
- Les répertoires des cadres de l'ACSP et des départements canadiens de science politique
- Le congrès annuel
- Le Bulletin de l'ACSP (avis, postes à combler, renseignements sur la science politique au Canada)
- Rapports annuels
- Les programmes de stages parlementaires de l'ACSP à Ottawa et à Toronto
- La Revue canadienne de science politique
- Resources cybernautiques pour les politologues
- Les carrières en science politique
- Offres d'emplois mises à jour régulièrement
- La liste de diffusion bilingue POLCAN (abonnement gratuit).

L'ACSP entretient des liens privilégiés avec plusieurs autres associations de science politique. Voici des liens qui mènent aux sites web de quelques unes de ces associations :

- Société québécoise de science politique
- Atlantic Provinces Political Science Association
- The British Columbia Political Studies Association
- International Political Science association / Association internationale de science politique
Department of Political Science

POLITICAL SCIENCE STUDENT UNION (PSSU)

Membership in the Political Science Student Union is open to all undergraduate and graduate students in Political Science. The PSSU represents students' interests in the Department and arranges a program of special lectures from time to time on matters of international, national, or local importance in government and politics. There is also a graduate association.

THE POLITICAL SCIENCE STUDENT UNION AND YOU

The Political Science Student Union is perhaps the most important association on campus for Political Science students. Membership in the PSSU is automatic for all undergraduate and graduate students currently taking at least one Political Science course at SFU as well as declared majors and minors. The goal of the PSSU is to work both with the department and Simon Fraser Student Society, to make the time at SFU as rewarding as possible. Through our representation on departmental committees and SFSS Forum, students have a say on the issues that affect them as members of the Political Science Department and the university community.

In order to achieve our goals, the PSSU underwent several changes in 1993-1994. These changes include the expansion of executive positions from 4 to 9; increased participation on departmental committees; and renewed communication with the membership. In 1994-1995 it is hoped that the momentum created during the previous year will continue. The election of officers for all executive and departmental committees will occur in late September at the Annual General Meeting.

To help keep yourself up to date on the activities of the PSSU, attend a general meeting, watch the PSSU bulletin board within the department, talk to an executive officer, or drop into the PSSU common room, AQ 6006. The Political Science Student Union can only be as effective as those who chose to get involved. As Plato once wrote, "The heaviest penalty for declining to engage in politics is to be led by someone inferior to yourself."

HAVE A GREAT YEAR. . . . YOUR PSSU EXECUTIVE

PSSU Common Room AQ 6006 -- Please Join YOUR Student Union

Return to the Political Science homepage.
The best source of up-to-date information on political science conferences and meetings is the American Political Science Association’s quarterly journal PS: Political Science and Politics. Every member of APSA receives a subscription to PS; check with your chapter advisors to see if one of them is a member and would let you peruse the last 4 issues. Otherwise check with your librarian.

Sincerely,

Nancy McManus, Administrator
Kiku, for some reason I had this sent to me. Did you send something on the web from my computer? See you in an hour...Janna

-----Original Message-----
From: Loretta Humbel [mailto:Loretta.Humbel@millersv.edu]
Sent: Monday, April 17, 2000 7:32 AM
To: 'janna.cecka@wwu.edu'
Subject: Pi Sigma Alpha

Hi Kiku,

Thank you for your recent e-mail. I don’t believe I am quite the right person to help you with your specific questions concerning Pi Sigma Alpha. Here at Millersville University students who qualify for membership in Pi Sigma Alpha are nominated only several weeks prior to their graduation. Therefore, we don’t have an ongoing group of students throughout the semester for the kinds of activities that many Pi Sigma Alpha chapters engage in. I would suggest first that you contact chapters of Pi Sigma Alpha at larger universities, such as Penn State or Temple here in Pennsylvania. But, I think your most valuable source of information for the questions you have would come from Nancy McManus (202) 483-2512 or pisigmaa@erols.com <mailto:pisigmaa@erols.com> at the Pi Sigma Alpha National Office. Good luck with your efforts.

Dr. David T. Risser
Faculty Advisor
Pi Sigma Alpha
Millersville University

Ms. Loretta J. Humbel, Secretary
Political Science Department
Millersville University
loretta.humbel@millersville.edu <mailto:loretta.humbel@millersville.edu>
(717) 872-3550
Subject: student conferences

Date: Thu, 13 Apr 2000 16:37:19 -0700
From: Default <janna.cecka@wwu.edu>
To: pisigmaa@erols.com

Kiku Huckle
3131 Ferry Ave. B-105
Bellingham WA, 98225
huckle@wwu.edu

April 13, 2000

To whom it may concern:

Hello, my name is Kiku Huckle. I am the co-chair of Western Washington University's chapter of Pi Sigma Alpha. Our chapter has been lagging over the last couple of years, and I am working with my co-chair, Julien Loh, as well as with our advisors, Adam Resnick and Vernon Johnson, to find ways to revitalize it.

I would like to provide our members with the opportunity to travel to other colleges or cities to attend other political science conventions. Western holds a political science conference annually with a different prestigious speaker each year. This conference has always been well attended, proving the extent of student interest in such events. I was wondering if you had a list of annual conferences to which outside students could attend? If not, are you aware of how I could find such information? I am interested in other conferences besides strictly student run, political science conferences, as well. If there were others that promoted other fields of study, including political science; conferences where professors and professionals present their papers, but anyone is allowed to attend, etc.

Thank you very much for your time and help,

Kiku Huckle
Western Washington University
Kiku Huckle  
Pi Sigma Alpha - Western Washington University  
hucklek@cc.wwu.edu  

April 13, 2000  

To Robert Davis:  

Hello, my name is Kiku Huckle. I am the co-chair for the Western Washington University chapter of Pi Sigma Alpha. This year, after a couple of years of inactivity, we are trying to revitalize PSA on our campus. Each spring we hold a conference at which students present various papers from the year, and we bring in a distinguished lecturer, who makes his own presentation.  

I would like to bring greater visibility to PSA beyond this yearly conference. I would also like to provide th club with the opportunity to travel to other campuses to participate in their conferences and events. Are these types of activities something you and your chapter would be interested in participating in?  

I also would like to ask you more basic questions. What types of events do you put on for your students? Do you include students outside of PSA in these events? Are they highly attended? How many active members does your chapter have?  

I would greatly appreciate any information and ideas that you would have to give me. Please feel free to contact me with any questions that you may have about us. Again, thanks for your time, and I hope to hear from you soon.  

Kiku Huckle  
co-chair Pi Sigma Alpha
April 13, 2000

To Ms. Humbel

My name is Kiku Huckle; I am the co-chair for the Western Washington University chapter of Pi Sigma Alpha. I have been trying to revitalize our chapter of Pi Sigma Alpha after a couple years' hiatus. I was wondering who at your university I could talk to about the Millersville Pi Sigma Alpha chapter?

I am trying to make available the opportunity for our students to travel to other universities to participate or attend political science conferences. I am also looking for information on how other chapters have organized themselves, what kind of attendance they have, what types of events they plan, etc. I would greatly appreciate it if you could pass this message along to the Millersville chapter head, or send me their contact information.

Thank you very much for your time,

Kiku Huckle
co-chair Pi Sigma Alpha
WWU CONFERENCE PACKET

1. schedule and flier from past conferences
2. political science department timeline
3. detailed timeline for PSA members on what needs to be done
4. suggestions
STUDENT RELATED SCHEDULE

Department Scholarships

Department Schedule
* January 5-21
Graduate Committee meets to discuss graduate student scholarships, criteria for awarding scholarships and application process. Scholarship Committee meets to discuss undergraduate scholarships, criteria, and application process
* February 1
Announcement of Scholarships is included in general mailing to majors
* March 31
Scholarship Applications due in the Department
* April 4-14
Graduate and Scholarship Committees review their applications and make recommendations to the department. Applicant files are made available to the faculty. Department meets and awards scholarships
* May 12
Scholarship recipients are selected
* June 8
Award forms completed and sent to Foundation

Political Science Student Conference

Tuesday May 2
Sandison Lecture - James Scott
Wednesday May 3
Conference Date
* Fall Term
Faculty-Student Conference Committee meets to prepare for conference
* February 1
Letter announcing Conference is sent to all majors
* March 1
Call for Paper Proposals
* April 10
Paper Proposals are due
* April 10-21
Committee puts together Program
* April 25
Conference Program is published
* April 25-28
Invitations are sent and Conference publicized

Outstanding Graduating Senior

April 14 Due in Registrars Office
* March 23
List of eligible seniors distributed
* March 30
Nominations by faculty sent to the Chair
* April 10
Nominations by faculty distributed
* April 12
Department meets to make selection
WWU CONFERENCE TIMELINE

Winter Quarter:
- when letter comes out from the Political Science Department calling for papers for the conference post fliers around the department with the same announcement and pertinent information.
- be sure to note in all information you put out what date you want the papers themselves turned in so that students can know when they need to have them done by, if have not completed them already.
- organize/plan any out-of-the-department publicity you want to do (i.e. make a banner for the keynote speaker’s presentation and/or the conference; make a poster yourself or with the help of the Publicity Center; make quarter-sheet hand-outs; decide which venues you want to utilize for publicity, like KUGS, FAST, A.S. newsletter *see publicity section.)
- Talk to Joan or Lorie about publicity; see how much of it, if any, the political science department can pay for (i.e. distribution, photocopies, etc.) and how much you, as a club, will have to finance on your own.
Spring Quarter:
- at the beginning of spring quarter, get together letter and proposal requesting that Marriott donate the food for the lunch, as they have done in the past. Talk to Resnick, Johnson, or Hogan about this part.

One month before the conference:
- closer to the entry deadline for paper abstracts\(^1\) put up more fliers around the department and write a letter to professors asking them to remind their students of the coming deadline (i.e. the conference is May 8; the deadline for abstract entry is April 10th; put more fliers up starting around April 1.)
  - set an appointment with main PSA leaders and advisors soon after all abstracts have been turned in to divide the papers into panels.

Three weeks before the conference:
- Notify individually each of the participants and panelists of the acceptance of their paper, the date the paper itself needs to be turned in by (approximately 2 -3 weeks prior to the conference so that the

\(^1\) Call for papers really intends for people to turn in an abstract of the paper they wish to present for the conference, not the actual paper itself. The abstract should contain the focus and thesis of the paper, as well as the name, e-mail address and phone number of student.
Discussants will have enough time to read them; always count on the lag time after a deadline that it takes students to turn things in."

- As soon as the panels are finalized, discuss and decide which professors you and the advisors would like to have as discussants for each panel (to read all the papers in advance, then make a commentary on each of them and ask questions if they like.) Keep the professors' specialties in mind, as well as their schedule when making these decisions.

- Contact each of the professors personally, asking them to be a discussant. Most should know what that basically entails, but have a basic explanation about the expectation of duties ready in case they ask. Be sure to ask each professor what would be the best time for them out of the three panel slots (two morning panels and one after lunch; see past conference programs for examples.)

Within two weeks of the conference:
- Use this information to come up with a schedule for the conference; give this information to Lorie, ASAP so that she can complete the program (include each panelists' name, the title of their paper, the title of the panel, times and discussants.)
Be sure to give all papers to professors to read as soon as they all come in. Keep a list of who has and has not turned their papers in, and contact those that haven’t after a few days past the deadline.

One week before the conference:
- Arrange for a meeting with all of the student participants to make them aware of the format of the conference, about one week in advance of the conference.

- It is traditional for many of the participants of the conference to head down to Boundary Bay afterwards for a bite to eat and a beer; talk to Dr. Johnson, Hogan, or your PSA advisor about making a reservation for the back room.

At the Conference:
- Lunch time provides a great opportunity to advertise for the club
- talk about the advisors; past year’s activities; events coming up; announce up-coming elections for the next year’s leaders, if going to have them.

- Have an e-mail/phone list sheet for interested students to sign
Pi Sigma Alpha
Merchandise Order Form

Jewelry: All jewelry items except tie tack and necklace are engraved with member's initials, initiation date, and chapter name in Greek letters. Allow 4-6 weeks for delivery.

*All New Prices, 1999*

- Key, 14K, $90.00
- Pin, 10K, $75.00
- Key, 10K, $70.00
- Pin, goldklad, $28.00
- Key, goldklad, $24.00
- Tie Tack, goldklad, $26.00
- 10K Gold Chain Necklace with goldklad "ΠΣΑ," $32.00

*Engraving:
MEMBER'S NAME__________________________________________________
CHAPTER _________________________ INITIATION DATE___________________

- Podium Banner, $45.00 *New price.* The ΠΣΑ podium banner is 18"x18," fully lined, screen-printed in red and black on white satin with gold fringe at the bottom and a "shirttail" top for securing to a lectern or table. Each banner is printed with your chapter's Greek letter name and the name of your institution. Allow 3 weeks for delivery.

  CHAPTER NAME ______________________ INSTITUTION_____________________
  CHAPTER ADVISOR ______________________ PHONE NUMBER_______________

- Graduation Medallion, $10.00. Hard-fired cloisonné enamel on brass-finish metal, hung lavaliere-style from a broad red grosgrain ribbon; normally worn with cap-and-gown.
- Enamel Lapel Pins, $2.00 each, *minimum order of 10 pins.* Hard-fired cloisonné enamel with a military pin back.
- Coffee Mug, $10.00. Generous beige ceramic mug with ΠΣΑ logo in red and black.

ALL ORDERS MUST BE PREPAID BY CHECK OR MONEY ORDER. ΠΣΑ CANNOT ACCEPT CREDIT CARD OR PHONE ORDERS. MAKE CHECKS PAYABLE TO PI SIGMA ALPHA.

AMOUNT ENCLOSED: $40.00 SHIP TO: Kiku Huckle
331 Ferry Ave B-105
Bellingham, WA 98225

RETURN ORIGINAL AND ONE COPY OF THIS FORM WITH PAYMENT TO:
Pi Sigma Alpha National Office
1527 New Hampshire Avenue, NW
Washington, DC 20036-1206

Questions? Call (202) 483-2512 or e-mail pisigmaa@erols.com
Leonard Zeskind
internationally recognized expert on white supremacist and far right movements

Thurs. Jan. 13 ~ FH 2
7 pm
The emergence of middle American white Nationalism

Fri. Jan. 14 ~ VU 408
1-3 pm
workshop on community organization in response to white supremacist groups

Leonard Zeskind
internationally recognized expert on white supremacist and far right movements

Thurs. Jan. 13 ~ FH 2
7 pm
The emergence of middle American white Nationalism

Fri. Jan. 14 ~ VU 408
1-3 pm
workshop on community organization in response to white supremacist groups
November 19, 1999

Ms. Beth Cottrall  
Political Science Honor Society  
MS-9082

Reference Diversity Fund #: 99-2000/90

Dear Ms. Cottrall:

This letter is to inform you that your diversity fund request for $1200.00 has been approved to help support the campus presentation and faculty workshop of Mr. Leonard Zeskind’s, a long-time anti-racist activist.

The diversity fund will reimburse your department by journal voucher after completion of the program. If you have any questions, please contact Janet McLeod at X2969.

There is no guarantee that a similar event will be granted next year through the diversity fund.

Sincerely,

Kurile Ojikutu, Ph.D.  
Special Assistant to the President for Diversity

KO:Imo

copies:  Vernon Johnson, MS-9082  
        Janet McLeod, MS-9036
November 19, 1999

Dr. Kunle Ojikutu
The Diversity Fund
Western Washington University
Bellingham, Washington 98225-9036

Dear Dr. Ojikutu:

How are you? Well I trust. I am writing to you in support of the application of the political science honor society, Pi Sigma Alpha, to the Diversity Fund to support a program.

The students are interested in bringing Mr. Leonard Zeskind, a long-time anti-racist activist, to the campus. I have known Mr. Zeskind for fifteen years. We have collaborated on community initiatives against the far right and white supremacists in the Northwest over those years. We are now fellow board members of the Northwest Coalition for Human Dignity, a leading national organization in the human rights movement.

I could go on, but I hope you find the application suitable. If you have any questions, please contact me at extension 4874. I look forward to hearing from you.

Sincerely,

Vernon D. Johnson,
Associate Professor
DIVERSITY FUND APPLICATION FORM

Program Title: Leonard Zeskind Visit

Date: Nov 13-15, 2000

Amount Requested: $1,760

Telephone: (303) 774-2248

Mail Stop: 9082

Department: Sigma Alpha (Academic Honor Society)

Rationale and description of program/project: see attached sheet

1. Relationship to diversity fund objectives:

2. Resources needed (include a detailed budget):

3. Populations to be impacted:

4. Other funding sources to be utilized:

NOTE: The Diversity Fund Application Form is available from the Assistant Vice President for Student Affairs/Special Assistant to the President for Diversity, Old Main 563, MS-9036. The completed application form must be submitted to that office a minimum of six weeks prior to the event. Please call 650-7729 for more information on the Diversity Funding.
Rationale and description of program/project:

Leonard Zeskind, recipient of the MacArthur Lifetime Genius Award, is an expert on the far right and community responses to their actions. On January 13, he will speak to campus on the emergence of middle American white nationalism in the 1990s. The following day he will conduct a workshop for faculty on community organization in response to white supremacist groups. He will also present at the Whatcom Human Rights Task Force annual conference on January 15 on how whites can become allies of people of color.

2. Relationship to diversity fund objectives:

Leonard Zeskind's presentation will fulfill the diversity fund goal of understanding a multicultural perspective by encouraging whites to become allies of people of color. His techniques for community mobilization against far right groups are useful in creating a hospitable climate for campus and community members of color.

3. Resources needed:

For this project, we will need $600 for travel expenses, $200 for accommodations and $400 for an honorarium.

4. Populations to be impacted:

This project will affect students and faculty of the university as well as the greater community of Whatcom County. His presentations will address both whites and people of color and encourage cooperation and mobilization.

5. Other funding sources to be utilized:

Funds will be used from the Western Washington University Ethnic Student Center for publicity as well as Temple Beth Israel for an honorarium.
MultiNational Corporations and Developing Countries

a brown bag lunch discussion led by Adam Resnick

TUESDAY APRIL 18th
AH 414 - Noon
Political Science Association

END
OF THE YEAR
POTLUCK

AH 414
WED. MAY 24
7:00 PM

All are welcome; bring what you can. Come say good-bye to this year’s graduates and meet the new leaders for next year.
POLITICAL SCIENCE ASSOCIATION
and
PI SIGMA ALPHA

proudly presents

ANIMAL FARM
the movie

Science Lecture Hall 140
Wednesday May 10
7:00PM

Be sure to check out Politics of the Millennium first with speaker KRISTEN MONROE in Science Lecture 150 at four pm
January 7, 2000

To Western Washington University Professors:

Hello, my name is Kiku Huckle, and I am writing on behalf of Pi Sigma Alpha, Western's own political science honor society. This letter is in regards to the upcoming presentation of Mr. Leonard Zeskind, an internationally renowned expert on white supremacist and far right movements. Mr. Zeskind will be speaking on Thursday, January 13 about the emergence of middle American white nationalism in the 1990’s. On Friday, January 14, Mr. Zeskind will conduct a workshop on for faculty and students on community organization in response to white supremacist groups. I am writing in the hopes that you may mention these events in your classroom, and encourage your students’ participation.

Student participation in either or both of these events could have a very positive effect on campus life. Mr. Zeskind has dedicated the past two decades of his life to researching internationally white supremacist movements, and has acted and helped teach others how to act against them. Mr. Zeskind has testified before the British Parliament on white supremacist movements; he served as Research Director for the Center for Democratic Renewal, (previously known as the National Anti-Klan Network) from 1985 to 1994. He is currently the president of the Institute for Research and Education on Human Rights, Inc. as well a member of the board of directors of our local Coalition for Human Dignity, which is based in Seattle.

Mr. Zeskind, frequently described as an expert on right-wing groups and movements, has conducted hundreds of training sessions and workshops, and written dozens of articles and research papers about the radical right. A recipient of the MacArthur Lifetime Genius Award, we are incredibly honored to receive Mr. Leonard Zeskind on our campus. I do encourage you to tell your students about this wonderful educational opportunity, and to attend yourselves.

If you have any questions, please feel free to call me at 756-0038, or Dr. Vernon Johnson (who is responsible for Mr. Zeskind’s arrival at Western) at extension 4874. Thank you very much for your time,

Kiku Huckle

The Leonard Zeskind appearance has been made possible through the generosity of the Diversity Fund; the Ethnic Student Center, A.S. Productions, Pi Sigma Alpha, and Temple Beth Israel.
February 16, 2000

To all Political Science Professors:

I am writing to ask that you announce in your political science classes that the Pi Sigma Alpha meeting on Thursday, February 17th has been canceled. Regular meetings will resume next week.

I am also writing to announce that on Friday, February 18th, two republican representatives – Representative Barlean from the 10th District, and Representative Erickson from the 42nd District will be coming to Western's campus. They are here to listen to and talk with students. Students will have the opportunity to ask questions about the environment and tuition costs, as well as anything else they have on their mind. The event will begin at 7pm in Fraser Hall 4.

This event is sponsored by the A.S. Board of Directors, Washington Student Lobby, and Pi Sigma Alpha. It represents a valuable opportunity for students to speak directly with those that make decisions affecting our daily lives, and to learn a little bit about how those decisions are made.

Two Democratic representatives will be coming next quarter on April 3rd to speak with the students within the same type of forum. I would like to encourage both professors and students to attend both events. Thank you very much for your time and cooperation,

Kiku Huckle
February 23, 2000

To all Political Science Professors:

I would like to announce that on Thursday, February 24, Professors Parris and Resnick will be leading a discussion on the WTO and democracy in China. This event will take place at 7:00 pm in Science Lecture Hall 110. All are welcome (including professors).

It would be most appreciated if you would please make this announcement in all of your classes today. Also, as a reminder, Pi Sigma Alpha will have its weekly meeting on Thursday at 3:00 pm in Payne Lounge. Thank you very much for your time,

Kiku Huckle
April 4, 2000

To all Political Science Professors:

I am writing to ask that you announce in your classes that the first meeting of the Political Science Association will be held this Thursday, April 6th at 6:00 p.m. at Boundary Bay. Anyone who is interested in joining is welcome to attend, and those under 21 are welcome as well, because we will not be seated in the bar area. Those Political Science majors with the required GPA are still eligible to apply for membership in the National Political Science Honor Society - Pi Sigma Alpha; however, such membership will have little, if any, bearing on the proceedings of our Political Science Association. As such, anyone with an interest in discussing politics or simply coming out is more than welcome.

This quarter we are planning to hold a series of brown bag lunch discussions and a movie night or two. Meetings will most likely be held once a month at Boundary Bay.

Also of importance is the upcoming Political Science Conference, to be held here on May 3rd. All students who wish to take this opportunity to present their own paper (it does not matter when it was written - i.e. last quarter - or its topic) should turn in an abstract of their paper to the Political Science Office no latter than Tuesday, April 11. Students do not have to be in the political science department to participate.

For those students who are already members of the National Pi Sigma Alpha Honor Society and who are going to be graduating this quarter, Pi Sigma Alpha brass graduation medallions are available. The cost is $10; checks can be made out to “Pi Sigma Alpha” and should be turned in to myself or the Political Science Office in a clearly marked envelope “Order for Pi Sigma Alpha Graduation Medallion.” All order forms must be turned in to myself or the office before Thursday, April 27th for those students wishing to order.

Again, everyone is welcome to attend this Thursday night at Boundary Bay (professors included.) Thank you very much for your time,

Kiku Huckle
April 14, 2000

To all Political Science Professors:

Hello, I am writing to make a quick announcement and ask that you repeat it in your classes on Monday, April 17th. On Tuesday, April 18, Professor Adam Resnick will be leading a brown bag lunch discussion on Multi-National Corporations and Developing Countries. This event will take place at noon in AH 414. Everyone is welcome.

Thank you very much for your time, and I hope you have a good weekend,

Kiku Huckle
April 25, 2000

To all Political Science Professors:

Please announce in your classes that this Thursday, April 28th, is the last day for graduating students to turn in their $10 for Pi Sigma Alpha graduation medallions. Checks should be made out to Pi Sigma Alpha and placed in an envelope addressed “Pi Sigma Alpha Medallion order.” Students can leave envelopes in the Political Science office and their order will be turned in.

Also, the Political Science conference is next week. James C. Scott will be speaking Tuesday evening, May 2nd. On Wednesday, May 3rd, we will be holding all student panels with topics ranging from Taiwan’s development to Islamic identity to the sincerity of Machiavelli’s writing. All students are more than welcome to attend. Lunch will be served at midday. The times and rooms will be announced in a couple of days.

For those who are presenting at the conference, please announce that they need to turn in their papers this week. Each participant should already have been personally notified. If they have not heard anything, they can call me at 756-0038, or e-mail me at hucklek@cc.wwu.edu, and I will be sure to give them the pertinent information.

Thank you for your time,

Kiku Huckle
May 5, 2000

To All Political Science Professors:

I would like to announce that PSA will be showing “Animal Farm” on Wednesday, May 10th at 7:00 p.m. in Science Lecture Hall 140. All are more than welcome to attend. This is the first of the last three PSA events for the year.

Anyone who is interested in being contacted about these events or about becoming involved in PSA next year can e-mail me at hucklek@cc.wwu.edu.

It would be most appreciated if you could make this announcement in your political science courses this week.

Thank you very much for your time,

Kiku Huckle
May 22, 2000

To All Political Science Professors:

It would be most appreciated if you would announce to your classes our final PSA event: an end of the year potluck on Wednesday, May 24th in AH 414 at 7:00pm. This potluck gives this year’s graduates the chance to say good-bye and pass on the leadership of PSA for next year. This potluck also presents all participants (whether members of PSA or not, organizers and attendees) with the opportunity to get to know each other before the next year begins.

I think it would be great for anyone and everyone who is even contemplating getting involved next year to come out on Wednesday. There is no set food list sign-up, so people can bring whatever they would like.

I would like to thank you for your continued support over this past year in helping myself and Julien to make PSA a viable club for students with a political science interest. Whether it was making the PSA announcements, being willing to present a topic for a brown bag lunch, or moderating a panel at the conference this year, I want you to know that all you have done is appreciated and has not gone unnoticed.

Kiku Huckle, PSA co-chair
**Letterhead**

- The prototype for the three types of letterhead are on the disk provided; all are in color. These are the hard copies (black and white; the disk has it in color) of the two Political Science Association letterheads. Both are on Microsoft Publisher; the Pi Sigma Alpha/Political Science Association one is formatted in Adobe Photoshop 5.0 if you want to access it.

- It should be sufficient to have them printed in high gloss (intense color) on nice paper at the copy center. Ask Joan if the Poli Sci department can pay for the printing because it would be cheaper than having actual letterhead created and printed.

- Use the letterhead in any and all correspondence to help make your club look more professional.
  - in letters to professors
  - when contacting other schools or associations about corroboration
  - when applying for A.S. club membership
  - when writing letters about funds requests
  - when writing letters to students to notify them about their participation in WWU annual conference