

What Constitutes a Newsletter Excellence Award?

The committee will follow these guidelines when determining the 2011 chapter newsletter excellence awards.

To be eligible to win a state Newsletter Excellence Award, **four issues (with at least two pages of content per issue) of the chapter newsletter must reach the state communications committee by April 15 of the current year.**

The dates of the newsletter are at the discretion of the chapter; however, the state committee must have copies of at least four issues per year from post-convention to pre-convention.

Include the following items within the masthead:

1. **Name of the newsletter** (*Kappa News*)
2. **Name of the international organization** (The Delta Kappa Gamma Society International, DKG, Delta Kappa Gamma)
3. **Name of the state and/or geographic name** (Eta State, North Carolina)
4. **Volume and latest number** (Vol. 5, No. 3)
5. **Date** (June, 2010 or Summer, 2010)
6. **Chapter location** (Cumberland)
7. **Name of the chapter and the state region number** (Gamma Kappa -- Region VI)

Include the following items in every issue. You may include other features and items at your discretion.

8. **Column written by the chapter president** (“From the President’s Pen”) (Include the president’s full name . Give contact information for the president and for the editor somewhere in newsletter)
9. **Columns/features in which members share Society or professional information** (legislative updates, the minutes, recommend at least one international and one State item – not just the date - in each issue)
10. **News about members to recognize the professional accomplishments of key women educators** (columns featuring members)
11. **Society business, including dates** (recommend international, state, regional, and chapter events, themes, projects)
12. **Consistent place in newsletter for specific data** (editor’s name/contact information, president’s column, calendar of events)

A chapter newsletter should reflect more than the local scene.