



RMIT'S GK NEWSLETTER

Volume 1, Issue 2

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WELCOME TO THE FIRST GOLDEN KEY NEWSLETTER FROM RMIT FOR 2003-2004

A note from the Newsletter Editor...

Hello Golden Keyers, and welcome to the first edition of the RMIT Golden Key Newsletter for 2003-2004. What a year we had in the last academic year, with the success of induction ceremony closing the calendar. RMIT inducted approximately 300 new inductees, 6 new scholarships and 4 new honorary members. With this addition to our ever growing chapter, we hope to grow and fulfill everything Golden Key stands for which is discussed on the other side of this page and will be reminded to all who reads this newsletter.

As with this newsletter, following in the tradition of the newsletters that preceded it, I the newsletter editor will keep you the member informed of all the latest news, upcoming events, opportunities and articles that are available to you. Enjoy! Next issue out in September.

Dinesh Brand

WHAT IS THE GOLDEN KEY INTERNATIONAL HONOUR SOCIETY ALL ABOUT?

So what is Golden Key all about you may ask?

Golden Key is a prestigious organization. It is an internationally recognised Honour Society with involvement from over 300 Universities worldwide. GK has strong emphasis on individual academic achievements and is actively dedicated to promote, as well as rewarding these students with grants and scholarships, in all fields of study. It is for this reason that GK invites only those outstanding Undergraduate students who are within the top 15% to join the Golden Key International Honour Society.

Every year, an exclusive induction ceremony is held to both reward and recognises these students and their outstanding achievements. The ceremony provides an excellent opportunity to meet other members and to learn of the exciting prospects that awaits only those selected few, as there are corporate sponsors who exclusively recruit Golden Key members. Each year a respected keynote speaker is selected and invited to address the new inductees about their life as a GK member. More specifically, the speaker emphasises the work GK members do and their impact on the community at large.

Golden Key holds chapters in Australia, Canada, Malaysia, New Zealand, South Africa, the United Kingdom, and the United States. There are many opportunities to travel and to meet other dedicated members at exclusive GK conferences. The conferences are held annually at different locations around the world and it's focus is on developing leadership, communication, community involvement, extending the recognition of its members and to both introduce and connect students with the various international corporate sponsors.

These chapters are entirely student-based and are under the guidance of a University Staff Adviser. "Each university's administration must approve the establishment of a Golden Key chapter on campus, and the Society requires each chapter to obey all local regulations established for student organisations, to fulfil the chapter standards set forth by Golden Key's board of directors, and to comply with the articles enumerated in our constitution." goldenkey.gsu.edu

continued on page 3

INSIDE THIS ISSUE

- 1-3 WHAT IS GOLDEN KEY ALL ABOUT?
- 2-3 THE GK EXECUTIVE COMMITTEE
- 4 THE ANNUAL GENERAL MEETING
- 4 THE GK RMIT INDUCTION CEREMONY 2003

VISIT THE RMIT GK WEBSITE
www.goldenkey.rmit.edu.au

OR THE INTERNATIONAL WEBSITE
www.goldenkey.org

THE GOLDEN KEY EXECUTIVE COMMITTEE

For a chapter to run effectively and efficiently, it needs dedicated committee members with individual responsibilities that come together to form the Golden Key executive committee. The committee meet up for meetings regularly and implement social events, fundraising, community services, the chapter budget and a whole lot of other issues that determine the running of the chapter successfully. The rewards are endless, from being presented with a certificate at the induction ceremony to attending national and international conventions... just to name a few. To become an executive, contact the chapter president or visit the RMIT Golden Key website. The positions and responsibilities are as follows.

DUTIES OF EXECUTIVE COMMITTEE MEMBERS

Adapted from "Golden Key Chapter Planning Guide"

PRESIDENT

Duties include:

- Organise, plan and lead the Committee to ensure the perpetuation and overall success of the Chapter.
- Work with the Chapter advisor to plan a calendar of activities for the current year.
- Plan and conduct regular meetings and prepare agendas for the officers; delegate responsibilities as necessary.
- Plan meetings and prepare agendas for a general Chapter meeting at least once per semester.
- Coordinate the planning and the implementation of the new member ceremony.
- Meet with the other officers and the Chapter advisor to choose new honorary members
- Ensure that the Chapter fulfills all 'Chapter standards'

VICE PRESIDENT

Duties include:

- Assist the President in the completion of duties as needed.
- In the absence of the President, the Vice-President must fulfill their position.
- Coordinate executive board and committees to conduct ongoing campus awareness campaigns - particularly during the period

- leading up to the induction (mailing season).
- Assist the President in coordinating activities to help the Chapter fulfill all Chapter standards.

TREASURER

Duties include:

- Manage all financial transactions of the Chapter with guidance from the Chapter advisor.
- Receive and distribute Chapter funds
- Work with the President and advisor to prepare an accurate budget for the Chapter within one month of the new member reception ceremony.
- Balance the Chapter account and report to the Chapter, the advisor and the Regional Director at least once a month.
- Submit to the Asia-Pacific headquarters, postmarked by 1 June, a financial summary of the past year's income and expenditures.

RECORDING SECRETARY

Duties include:

- Record and prepare the minutes of each executive board and chapter meetings to distribute to Chapter leaders, advisors, and regional director.
- Prepare and deliver the new member reception ceremony invitations to the administrators and faculty.
- Mail all of the new member profile sheets and fees that may have been hand delivered to the advisor's office to the Asia-Pacific headquarters by the membership deadline.
- Serve as Chapter archivist with the assistance of the Chapter advisor (unless there is a person fulfilling the historian position).
- Work with the Chapter historian (if present) to prepare the annual Chapter Yearbook.
- Complete Chapter activity summaries.

CORRESPONDING SECRETARY

Duties include:

- Distribute messages from the Chapter advisor, the Chapter president or other officers to all Chapter members via e-mail.
- Compose and send any Chapter correspondence to University administrators and faculty, members, honorary members, campus student organizations, etc.
- Prepare and mail correspondence to the Asia-Pacific headquarters.
- Send Advisor and Officer Profile Forms when

continued on page 3

continued from page 2

- new officers are elected or anytime there is a new advisor and any time any contact information changes.
- Work with the Chapter historian (if present) to prepare the annual Chapter Yearbook.

VICE PRESIDENT - MEMBERSHIP COMMUNICATION

Duties include:

- Promote GK (meetings, activities, etc.) to potential members and the campus at large.
- Coordinate and implement initiatives to reach current and potential members.

HISTORIAN

Duties include:

- Prepare the Chapter Yearbook for the purposes of providing a documented account of the Chapter for future officers and to apply for internal awards.
- Obtain all correspondence and minutes from both secretaries.
- Save and document any evidence of Chapter activities, including posters, newspaper clippings, etc.
- Take pictures to include in the Chapter Yearbook.
- Submit the annual Chapter Yearbook to Asia-Pacific headquarters postmarked by June 1.

SOCIAL OFFICER

Duties include:

- Plan and coordinate at least one social activity for Chapter members per term/semester.
- Coordinate the social committee and call committee meetings as necessary.

CONCEPTS OFFICER

Duties include:

- Encourage members to write articles for concepts and submit entries for the Literary Achievement Award.

PUBLIC RELATIONS OFFICER

Duties include:

- Coordinate all publicity for Chapter activities and events.
- Coordinate efforts with the Vice President.
- Maintain good relations with campus and local newspapers and radio stations.
- Set up interviews as needed.
- Place ads and public service announcements in local media.
- Write and submit press releases for important Chapter activities.
- Explore any creative methods of advertising or publicity to increase awareness about GK

FUND-RAISING OFFICER

Duties include:

- Investigate sources of local funding and coordinate activities as appropriate.
- Aim to raise at least \$1,000 within the term of office.
- Coordinate the fund-raising committee and call committee meetings as necessary.
- Recruit fund-raising volunteers from Chapter members and/or officers.

HONORARY MEMBER & CAMPUS OFFICIALS LIAISON

Duties include:

- Prepare and send Chapter updates to honorary members throughout the year.
- Inform honorary members and University administrators about Chapter activities.
- Prepare and send invitations to the new member reception ceremony and to other events.
- Plan and coordinate at least one honorary member activity per term/semester (suggestions include honorary member meal with members; wine and cheese social; guest speakers, etc.)

WEB MASTER

Duties include:

- Update and maintain the local Golden Key web page.
- Make sure the web page is linked to the Golden Key site - <http://goldenkey.gsu.edu>

NEWSLETTER EDITOR

Duties include:

- Create and edit Chapter newsletter at least once per semester.
- The newsletter can also be a web-based publication.
- Write and/or solicit articles for the newsletter.

Ensure distribution of the newsletter to members, faculty, staff and the Golden Key regional director.

WHAT IS THE GOLDEN KEY INTERNATIONAL HONOUR SOCIETY ALL ABOUT?

So in light of the above information, why not join a chapter now and take advantage of the endless opportunities you have as a Golden Key member. Better yet, be active - become a committee member and get involved!

continued from page 1

THE ANNUAL GENERAL MEETING

The Annual General meeting (AGM) was held on Wednesday 16th of July 2003 at 5:30pm at the Multi-Function Room at RMIT university, City Campus.

The AGM is held yearly following the induction ceremony marking the beginning of the new Golden Key academic year. It involves the transition of past executive committee members to new executives from their induction, or present executives continuing with their past roles or changing into new ones.

In this AGM, we saluted our going President Lidya Paulina for her tremendous hard work and success in the academic year gone past, and this was evident in the 2003 induction ceremony. I guess you had to be there, if you weren't. We now welcome new President Priji Vijayakumar and Vice-President Elizabeth Le. We wish them all the best for the following year and the pleasures that come with this elite leadership.

We bid farewell to some of the executives who stepped down and we wish them all the best in their future careers. We bid welcome to new executives who have put up their hands for some leadership, responsibilities, networking and of course, loads of fun and we wish them good luck. To the executives from the past year who are continuing, "it's good to have you back".

The evening was based on looking back at the past year. Seeing what were the highlights, the strengths and the weaknesses and to see where the RMIT chapter can improve. Selecting the new executives was based on self-nominations and if there were more than two people for the one position, a voting process occurred.

There were two talks from Lidya, the outgoing President and from the chapter advisor in Trevor White. This concluded the evening and we finished with refreshments and finger food. It was a great night!

THE GOLDEN KEY RMIT CHAPTER INDUCTION CEREMONY 2003

Each year, a chapter belonging to the Golden Key International Honour Society must present an induction ceremony to recognise the students who have achieved in the top 15% in their field of study of their first year in university. The candidates are invited to join Golden Key with a lifetime membership, a presentation of a certificate and many other benefits along the way assisting their career and future. Joining is not compulsory, but the students who do join, celebrate in style at this prestigious ceremony.

The induction ceremony took place at the Melbourne Town Hall on Monday, June 2nd 2003. The inductees arrive at the entrance and had their names

marked off and were escorted to the foyer to register their names and pick up their programs and then headed off to the main auditorium to be seated. Family, friends and guests of the inductees were seated in the section behind the inductees.

In the foyer, Golden Key executives controlled the action, from registering inductees, to selling custom made frames (for certificates) and exclusive GK T-shirts and doing some fundraising along the way in selling red noses and teddy-bear pens to support the fight against 'sudden death infant syndrome' (SIDS). A display was laid out showing the many activities of what GK RMIT chapter has done in the past. This all could not have been possible without the many volunteers who helped the RMIT GK executive committee, so a BIG THANK YOU to them.

A standout of the evening was the musician and her harp that stole the show and she played while the main party entered the stage and took their seats. The evening began with Lidya Paulina (President) welcoming the inductees and guests followed by recognition of the GK executive committee presented by Trevor White, the chapter advisor and RMIT Union CEO. A welcome was also given from the AUS regional director, Allisa O'Neill followed by a special presentation from Professor Helen Praetz, the RMIT Pro-Vice Chancellor, who was invited as the keynote speaker to talk about goals and aspirations.

The next segment in the evening was the Honorary member induction and recognition. Each year, the RMIT chapter recognises outstanding individuals of the community who dedicate and devote their lives to all that Golden Key stands for, from being inspiring academics to community servicemen/women. Members of the RMIT GK executive committee set out and search for these individuals and nominate them. RMIT GK Vice-President Christine Oakley introduced each honorary member for which there was 4 and President Lidya, Prof. Praetz and Trevor White congratulated them and handed them their special inductee certificates accompanied with flowers and wine. The first was Mr. David Prior, who is a community service officer for the city of Melbourne. Next was Mrs. Josephine Zavadal who is the foundress for her organization that help the poor and homeless. Ass. Prof. Douglas Raymond Swinbourne who is the discipline director for chemical engineering and last but not least was Ass. Prof. Marian Dobos, a senior RMIT lecturer. This part of the evening was a time to remember for all involved and will definitely be a moment to cherish in the honorary members' lives.

The time had arrived for the new inductees as they were presented with their certificates but prior to this were the presentations of scholarships to 6 outstanding students. The reading of the charge followed by Alissa O'Neill and the ceremony concluded with Lidya inviting the new inductees to take advantage of their lifetime membership with GK. Overall, the closing ceremony was a huge success and will be the benchmark for the 2004 induction ceremony. Hope to see you there!