

## Departmental Homecoming Decorating

Dear Department Head,

The 2018 Homecoming Committee, and the Alumni Association would like to reach out to give you a quick description of this year's Departmental Homecoming Decorating Contest. Below is what you have to look forward to about this particular homecoming activity and the rules that we have decided upon.

As it implies, all Homecoming Weeks must have a theme; for this fall semester, our Homecoming 2018 Theme is "*Have No Fear, Roomie is Here!*" Also, since superheroes are such an immense topic of social interest for 2018 and since there are many well-known favorites, we will be hand-picking your superhero to prevent any repetition and confusion on the matter.

The department that wins will receive a trophy to display in their office and a catered lunch provided by the Alumni Association. Judging will take place on October 8<sup>th</sup>.

**Now the not-so-fun part, the rules for this contest are as follows:**

1. The superhero we assign to your department, must be displayed in some form.
2. You must incorporate Southeastern's colors (green & gold) in your presentation.
3. The minimum to be decorated (in order to be entered into this contest) is a door and/or a bulletin board in your department's hall.
4. You must respect your building/university property when you begin decoration. Make sure it will not leave damage of any kind.

## FAQ's

- Will we be able to choose our own superhero?  
- **No, we will be assigning your department a superhero.**
- If our department has multiple buildings, which do we go with?  
- **You will only need to decorate one building in order to be a part of this contest; that is up to you which one you decide to go with. However, we would love for all buildings to showcase some homecoming spirit. In that case, we would ask you to consider the “default” option mentioned in the last question at the bottom.**
- If our department doesn't have a specified door and/or bulletin board, what else can we decorate?  
- **If you don't have a door and/or bulletin board to decorate, you may find a bare wall or an area inside your main building area to decorate.**
- Do we have to showcase our specified superhero/Roomie the Lion?  
- **Yes, you must showcase your superhero in some form. Showcasing Roomie will be up to your department.**
- What types of decor are we not allowed to use?  
- **You are not allowed to use anything that has to be drilled into a wall. Make sure to abide by your building's rules as well. We recommend using painter's tape and/or Command hanging products.**
- If we don't have the time to decorate our department but we would still like to participate in decorating, what do we do?  
- **See the “default” option listed in the next question.**
- Is our department required to enter the contest if we do not wish to?  
- **No, your department is not required to enter this contest. As a “default” option, we would like for you to showcase some homecoming spirit by allowing us to decorate your hallways with some basic decoration (balloon bouquet, Roomie the Lion poster, etc.).**

**How to enter:**

- Email [sga@southeastern.edu](mailto:sga@southeastern.edu) about your interest by September 17<sup>th</sup> at 5pm.
- The email must include the name of department, department head's name, location of area being decorated, person of contact information.
- The person of contact will receive an email stating the assigned super hero.
- All decorating must be complete by Sunday, October 7<sup>th</sup> at 5PM

Once again, I would like to thank you for your cooperation and dedication to this campus, and we hope that you and your department will be able to show your homecoming spirit this semester!

Thank you so much and have a blessed day!

Sincerely,

Catherine Brasher & Georgette Williams  
Homecoming 2018 Decorating Committee

Please direct any questions to [sga@southeastern.edu](mailto:sga@southeastern.edu)