

1. The Administration at our college would like the community and the college to be more earth conscious, so they asked us to create a project to raise awareness about recycling. After a short brainstorming session with the admin, we came up with a viable project idea, which was called "A Technology Day." The purpose of the project was collecting electronic devices (broken or obsolete) and giving them to electronics recycling centers, so that the toxic elements inside them could be properly disposed in an environmentally safe way. In attendance at the meeting were: President of the College, College Board of directors, Chapter officers, chapter members, and students.
2. The Objectives of our college project:
  - + Our main objective was to collect difficult to recycle electronic devices like TV's, computers, batteries, cell phones, or appliances; and take them to the proper recycling facility, so that they can be properly disposed of.
  - + Our secondary objective was to become active in the community, and to raise awareness about the importance of recycling, especially hazardous materials, such as electronics.
3. The planning process and strategies developed to complete the College Project:
  - + Formed planning committee with members of the administration, our chapter, and students
  - + Decided which electronics to recycle and where to store them until recycled
  - + Contacted with agencies, companies (out of college), and departments (within college) to arrange pickup of recycled devices
  - + Chose a recycling facility to take the devices to.
  - + Posted flyers on campus, aired public service announcement, advertised on student and college social networking pages, and ran article in campus newsletter.
  - + Chose Earth day as the event day

4. The Results:

Quantitative: We received 50 cell phones, 15 computers, 7 TV's, 9 radios, 21 MP3 players, and many other random devices from 5 businesses, and 78 individuals (staff, students, and community).

Qualitative: We were able to satisfy the administration's request, strengthen our chapter and our colleges' relationships with the community, administration, students and other businesses. We raised awareness of the importance and need to recycle used electronic devices.

Lessons: We were successful to increase people's awareness of proper electronic disposals, to learn how to run a college project, how to work effectively with the administration to accomplish the tasks, and gain experiences for future college projects. We also faced communication difficulties during the process, but were able to work around them to complete the project.

5. Things that were left undone and opportunities remain in the future:

- + The opportunity to continue efforts to improve the number of other kinds of recycled items and amount that is collected.
- + Continue support from the community and administration.
- + Collaborate with the remaining leadership development centers within the college.

## Susan Edwards' Comments:

Add more detail. Use all of the 1100 possible words available to

- show the judges what you did,
- why you did it,
- what the impact of your project was, and
- how you grew as scholars and leaders who serve their communities.

Question 1:

- How and why did you chose a "Technology Day?" I'd describe the day in more detail. What did you do? Why did you make these choices? Who did you invite, and who participated?
- How and why did you chose the administrators with whom you worked? How did you decide together that this was the project on which you would work?

Question 2:

- Your goals work. I also recommend mentioning *why* you set the goals. The "why" – what you hoped to accomplish with this project -- is the important part of the goals. Adding a bit more about why recycling is important to or for your college would enhance your entry.
- You may want some other specific SMART goals as well.
  - Who did you hope to reach with your project?
  - With which administrators did you hope to work?
  - What were your goals in terms of leadership development?
  - What did you hope your impact with this project would be once you completed it?

Question 3: The information you have written here works, but you may want to include more about the following:

- What did you do to prepare to meet with your college administrators?
- What research about and/or plans for possible projects did you bring to the meeting to discuss with the college administrators?
- How did you raise awareness about the importance of recycling?
- How often and how did you communicate with college administrators? In what ways did you collaborate?
- This is one of the places you want to show Hallmark Awards judges how and why you did what you did for this project. Walk the reader through the process and show how doing what you did helped you develop your leadership skills.

Question 4:

- From where did you collect the items to recycle? The quantitative data works well.
- You might want to use some quotes from administrators and other participants to enhance your qualitative results.
- What kinds of relationships were built? What evidence do you have for this? Quotations would enhance your entry here.
- How many chapter members participated?
- How many members from your chapter who are not officers participated? How many people from your college who are not part of Phi Theta Kappa participated? Did anyone from the community participate? Did you share your work with Phi Theta Kappa members beyond your chapter and/or region?
- How did you grow as leaders?

- What kind of reflection meeting(s) did you have with college administrators and chapter members?

Question 5:

- Specifically how will you continue your efforts to improve recycling on your campus?
- How will you continue communicating with your college administrators?
- What will you do to continue encouraging students on campus and, perhaps, in the community to recycle?
- How and why will you expand your project to work with the remaining leadership development centers on your campus.