



COASTLINE COMMUNITY COLLEGE ACCREDITATION 2013

SCAVENGER HUNT rules and details

- **Goal of this activity/contest:** To communicate key expectations for faculty and staff in preparation for the Accreditation team visit (March 18-21, 2013) by engaging in information-sharing and information-seeking activities that aim to educate or inform in a fun way. Information communicated will be related to Coastline, the Coast District, Accreditation, institutional effectiveness, and Coastline’s history, processes, programs and departments.
- **Target audience:** All Coastline faculty, staff, and managers. Part-time and hourly staff may also participate.
- **Duration of contest:** 6 weeks starting the week of January 28, 2013.
- **Contest rules**
 1. Each Monday, starting January 28, 2013, a weekly “Scavenger Hunt” card will be distributed via the college-wide e-mail system (“CoastlineList”).
 2. Coastline faculty, staff, and managers are invited to complete 5 questions on the card, using a PDF fillable form function. As an alternative, participants can choose to print out their cards and fill them in by hand.
 3. E-cards that have been completed should be returned via e-mail to jzuniga@coastline.edu. Printed cards that are filled in should be turned in to the “Marketing” mailbox at College Center.
 4. Weekly cards are due by 9:00 a.m. on the Friday of the week that they are valid. No late cards/entries will be accepted.
 5. Completed cards (5 *answered* questions) will be entered in a weekly drawing to win a weekly Scavenger Hunt prize. One winner will be chosen at random from completed cards entered in a supervised drawing taking place in the Coastline Marketing Office at Noon on the Friday the weekly cards are valid.
 6. One valid entry (a completed card) is allowed per person per week.
 7. Each completed weekly Scavenger Hunt card is valid for one entry into the grand prize drawing at the end of the 6 week period.
 - Example: John completes a card every week for 6 weeks. John is entered into all 6 of the weekly drawings, and has 6 entries into the Grand Prize drawing taking place on March 8. Mary completes only 3 cards over the 6 week period. Mary is entered into only 3 of the weekly drawings, and has 3 entries into the Grand Prize drawing taking place on March 8.
- **Prizes**
 1. 6 weekly Scavenger Hunt prizes valued at \$50 each.
 2. 1 grand prize valued at approximately \$200.

- **Drawing schedule**

Week 1 drawing	February 1, 2013
Week 2 drawing	February 8, 2013
Week 3 drawing	February 15, 2013
Week 4 drawing	February 22, 2013
Week 5 drawing	March 1, 2013
Week 6 drawing	March 8, 2013
Grand Prize Drawing	March 8, 2013