

Meeting

MINUTES

APRIL 13, 2017

12:00 PM

COMMUNICATIONS COMMITTEE

MEETING CALLED BY	Julie Cajigas
TYPE OF MEETING	Monthly Meeting
FACILITATOR	Julie Cajigas
NOTE TAKER	Pam Duncan
ATTENDEES	Julie Cajigas, Irina Chernikova, Susan Clark, Kristin Foy-Sampson, Wayne Hill, Marca Kaplar Absent with notice: Scott Roberts, Abigail Zerull Guests: Pam Duncan,

Agenda topics

12:10 PM

CALL TO ORDER

JULIE CAJIGAS

DISCUSSION	Meeting called to order by Julie Cajigas.	
CONCLUSIONS	Agenda for April 13 meeting approved. Prior minutes pending. Committee will approve electronically.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Documents to be submitted to UC Communications Committee	Abigail Zerull	TBD

12:15 PM

UNFINISHED BUSINESS

JULIE CAJIGAS

DISCUSSION	<p>The Committee discussed progress on a possible Ombudsperson proposal. Julie Cajigas shared research and meetings with campus relevant constituencies. A written report is pending. It was suggested that a 'troubleshooting' document be drafted for campus-wide distribution. Committee members inquired about internal data that demonstrates the need for this position, as many colleges have structured process in place to address student issues that are not easily remedied (i.e. personal health and mental health, family issues). It was suggested that an Ombudsperson could identify emerging trends on campus and initiate a swift response. The Communications Committee student survey identified applicable student concerns. Committee members suggested an option for publicizing existing resources. The idea will be presented to the UC Student Success Committee for additional comments. Wayne Hill and Julie Cajigas will meet with appropriate committees. It was agreed that the proposal should progress internally as work on the proposal will resume in the fall. The committee was informed that graduate students are concerned about pending policy changes and many are considering other options.</p> <p>The Food Insecurity survey was reviewed with Recreation and Wellness. USDA questions on a comparable survey were considered and revisions to the document were drafted to ensure the instrument meets its stated objectives.</p> <p>Professional Development opportunities were discussed. The committee will consult with TD&HR regarding pending plans and past research.</p> <p>2016-17 Goals to be move forward are creating a student-centered culture, UA Branding (ID stakeholders, develop <u>well-formed</u> concept of who we are). Committee will consider retaining the goal to improve internal communications.</p>
CONCLUSIONS	Committee chair and Administrator will continue research through the semester. Work will resume in the fall.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Ombudsmen – follow up meeting with Student Success	Julie Cajigas – Wayne Hill	TBD
Food Insecurity Survey – Continue to refine survey, prep for fall	Julie Cajigas – Wayne Hill	TBD

12:50 PM

NEW BUSINESS

JULIE CAJIGAS

DISCUSSION	Meeting for <u>last</u> meeting of the semester. Committee requests polling members to find <u>best</u> date.		
CONCLUSIONS	<u>Doode</u> poll to be submitted to committee		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Identify next meeting date		Pam Duncan	TBD
1:17 PM ADJOURN			

Next Committee Meeting, TBD