

# COMMUNICATIONS COMMITTEE

MINUTES      DATE 02/22/19      TIME 9:07 AM      LOCATION LH, 414

<b>MEETING CALLED BY</b>	Julie Cajigas, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Julie Cajigas, chair	
<b>NOTE TAKER</b>	Pam Duncan, secretary	
<b>ATTENDEES</b>	<p><b>Attendees:</b> Julie Cajigas; Pam Duncan; Kristin Foy-Sampson; Amy Freels; Wayne Hill; Anwar Sadek; Tiffany Schmidt</p> <p><b>Absent with notice:</b> Sharon Crawford; Elizabeth Kennedy; Sherry Sims; Heather Walter</p>	
<b>Agenda topics:</b>		
9:09 -	<b>CALL TO ORDER</b>	<b>WAYNE HILL</b>
<b>DISCUSSION</b>	<p>The meeting was called to order at 9:09 a.m.          January minutes were approved:          Motion to approve:</p> <ol style="list-style-type: none"> <li>1. Amy Freels</li> <li>2. Wayne Hill</li> </ol> <p>Unanimous approval by committee</p>	
9:09 – 9:25	<b>NEW BUSINESS</b>	<b>JULIE CAJIGAS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Seven committee members’ appointment will expire at the end of the academic year. Members who wish to be reappointed can contact OAA.</li> <li>2. The committee discussed interim committee leadership for April-August.</li> <li>3. A response to the UC request for a campus navigation app was considered. Wayne will contact UCM’s director of integrated media for details on prior research.</li> </ol>	
9:25 – 10:05	<b>OLD BUSINESS</b>	<b>JULIE CAJIGAS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The committee discussed after-action data on the student-led SEFA campaign. A request to ZipAssist for details pending.</li> <li>2. Option for next steps were presented and discussed.</li> </ol>	
<p><b>ACTION ITEMS:</b></p> <ul style="list-style-type: none"> <li>• COMMITTEE TO SUGGEST A TACTIC FOR SEFA CAMPUS AWARENESS/PARTICIPATON TO MAR. 1 MEETING</li> <li>• OBTAIN PROGRAM STATS FROM ZIPASSIST</li> <li>• UCM RESPONSE TO CAMPUS NAVIGATION APP REQUEST</li> </ul>		

10:05	ADJOURN	JULIE CAJIGAS
	<p>Motion to adjourn:</p> <ol style="list-style-type: none"><li>1. Amy Freels</li><li>2. Anwar Sadek</li></ol> <p>Unanimous approval by committee</p> <p><b>Next Meeting: March 1, 2019, 10:00 a.m., BH, 113, 10:00 a.m.</b></p>	