

University Council

MINUTES JANUARY 28, 2015

MEETING CALLED BY	James Durbin	
TYPE OF MEETING	Monthly Meeting – Communications Committee	
FACILITATOR	Eileen Korey and Wayne Hill	
NOTE TAKER	Debbie Ricks	
ATTENDEES	Members Present: Esther Chung, Christine Culbertson, James Durbin, Wayne Hill, Eileen Korey, Jennifer Adams LeFebvre, Neal Raber, and Scott Roberts	
	Members Absent: William Baker, Kim Gentile, Marjorie Hartleben, Isaac Lampner and Rex Ramsier	

Agenda Topics

3:00 P.M.	CALL TO ORDER	JAMES DURBIN
DISCUSSION	The meeting was called to order at 3:00.	
3:01 P.M.	INTRODUCTIONS	JAMES DURBIN

DISCUSSION	Debbie Ricks was introduced as Cindy Gessel's re recent retirement from the University.	placement as note taker due to Cindy's

3:05 P.M.	APPROVAL OF MINUTES	JAMES DURBIN
DISCUSSION	The minutes of the November 24, 2014 meeting were approved.	

3:10 P.M.	SMOKING BAN SURVEY	JAMES DURBIN
DISCUSSION	The committee continued its discussion on creating a stronger survey/questionnaire, since the Health and Wellness Committee a smoking ban. The committee agreed to use the University of as a guide. The committee agreed to have a University of Akro Ban Survey draft ready to present at the next full Council meet LeFebvre, Neal Raber, and James Durbin will lead the effort to survey/questionnaire and disseminate via email to the commun for review, once the draft is in final format and ready to presen It was noted that the committee should keep in mind the 1 st Am Constitution and the Americans with Disabilities Act of 1990 (disabled employee rights and smoking breaks while working to Smoking Ban Survey/Questionnaire draft.	e wants to revisit the issue of Minnesota's survey materials in Smoking ing on February 10. Jennifer finalize the UA draft ications committee members it to full council. The inendment to the United States (ADA) and be aware of

3:35 P.M. UNIVERSITY COUNCIL PRESENTATION

JAMES DURBIN

There was discussion of the communications committee's consideration of bringing to full council such matters as budgets and strategic plans. James Durbin agreed to speak with Harvey Stern of the Steering Committee, and Stacey Moore for a more clear understanding of future items that can be presented to full committee.

It was discussed that representatives of the various constituency groups need to work closely with those groups to ensure that the goals of those constituencies are represented and report back to the communications committee their issues of concern and interests.

DISCUSSION

An update was given on the status of the University's Crisis Communication Plan and vulnerability audit that Hennes Paynter Communications facilitated on December 12 with the many constituencies/individuals that assisted in helping to identify areas of potential concern. Eileen Korey gave examples of how the plan is designed and how locations are assigned.

Jennifer LeFebvre asked if training and testing of the plan will occur once it is established and implemented.

It was brought to the attention of the committee that a campus climate survey will be rolled out from the SART committee in the coming weeks.

3:45 P.M. STATUS OF VP OF ADVANCEMENT SEARCH

EILEEN KOREY

DISCUSSION

Eileen Korey gave a status update on the University's search for the Vice President of Advancement. With the final four candidates selected, a decision on the position is expected in the coming weeks.

PROMOTIONAL CAMPAIGN LAUNCH SUPER 3:55 P.M. BOWL WEEKEND

EILEEN KOREY & WAYNE HILL

DISCUSSION

The University's Achieve Promotional Campaign scheduled to run during Super Bowl XLIX on February 1 was shown to the committee. The origination of the idea, content, and diversity of the alumni profiled in the campaign drew a positive response from the committee. The timeline for the campaign release date to the campus community via e-Digest and run times during the super bowl were also discussed. It was also mentioned that the campaign is good for community & campus engagement. Also, it was discussed that with restricted resources, this campaign is a fraction of the cost of previous year's media campaigns. Also, there are future plans for these types of features of alumni ads to run for University promotion. Jennifer Adams LeFebvre commented that the ads were impressive.

4:00 P.M. ADJOURNMENT

JAMES DURBIN

The meeting adjourned at 4:00 p.m.

Next Meeting:

Tuesday, February 25, 2014 at 3:00 p.m. – Leigh Hall 414



University Council

MINUTES NOVEMBER 10, 2015 3:00 – 3:10 PM

James Durbin, chair
Monthly Meeting
James Durbin, chair
Marca Kaplar
Member: James Durbin, Wayne Hill, Irena Chernikova, Marca Kaplar
Absent with notice:
Absent without notice:

Agenda topics

DISCUSSION

3:00 - 3:10	CALL TO ORDER	JAMES DURBIN	
DISCUSSION	A quorum was not present and the meeting was adjourned at 3:10 p.m.		
	COMMUNICATIONS COMMITTEE REPORT JAMES DURBIN		
DISCUSSION			
	UNFINISHED BUSINESS	JAMES DURBIN	
DISCUSSION			
	SMOKING SURVEY	WAYNE HILL	
DISCUSSION	General information as to the combination of efforts between to be executed next month.	n Wellness Committee and ourselves. Survey	
NEW AGENDA TOPICS			
DISCUSSION	General information as to what the Communication will be working with in the future. Discussion as to the importance of the committee and fluidity of reaching our students.		
	NEW BUSINESS	JAMES DURBIN	



Communications Committee

MINUTES DEC 3, 2015

2-3PM

LEIGH HALL 413

MEETING CALLE	James Durbin, chair		
TYPE OF MEETII	Monthly Meeting		
PRESIDER	James Durbin, chair		
NOTE TAKER	Marca Kaplar, secretary		
ATTENDEES	Members: Ivy Banks, Megan Bodenshatz, Ir Marjorie Hartleben, Wayne Hill, Marca Kapl Michelle Reed Absent with notice: Irina Chemikova		
ATTEMBLES	Absent without notice: Marjorie Hartleben,,	Absent without notice: Marjorie Hartleben,, Megan Bodenshatz	
	Other attendees: Pam Duncan		
Agenda top	ics:		
2:00 – 2:10	CALL TO ORDER	JAMES DURBIN CHAIR	
DISCUSSION	 The chair called the meeting to order. He asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. The chair asked for additions or corrections to the (Nov 10) Communications Committee minutes. Need to establish goals through the April 2016 Term 		
2:10 – 2:15	UNFINISHED BUSINESS	JAMES DURBIN CHAIR	
DISCUSSION	There be none found Agenda moved forward		
2:15 – 2:25	ESTABLISHING COMMITTEE GOALS	JAMES DURBIN CHAIR	
DISCUSSION	 The need to establish better or more effective ways to reach students Measure through and action plan Utilizing different types social media to stay informed Working with Wellness Committee on the Nicotine on Campus Survey 		
2:25 – 2:35	SMOKING SURVEY	WAYNE HILL	
DISCUSSION	Completion of the survey so far is one of the largest in not the largest. The survey is designed to finish in correspondence with end of classes next week.		
2:35 – 2:40	NEW BUSINESS MICHELLE REED		
DISCUSSION	Ability to Webinex if necessary.		
2:40 – 2:40	SCHEDULING	MARCA KAPLAR	
DISCUSSION	Request for schedules to establish next and future meetings/ The meeting was adjourned at 2:40 p.m. by unanimous consent.		