

COMMUNICATION COMMITTEE AGENDA

Friday, March 27, 1:00 – 3:00 p.m.

Join Zoom Meeting <https://4cd.zoom.us/j/570997427>

Presenter	Agenda item	Time	Outcomes/next steps	Completed or bring back date
Chris	Call to order: <ul style="list-style-type: none"> Adoption of the agenda 	1 min		
All	Public comment and announcements	2 min		
All	Discuss committee function/role in responding to COVID19 concerns. Reactions/recommendations? How can we help consolidate all of the information?		<i>Information, discussion</i>	
All	Personal check ins with faculty/staff		<i>Information, discussion</i>	
All	Discuss possible recommendation of using BoardDocs for minutes & agendas (pending district accounts)		<i>Information, discussion</i>	
Jessica	Professional development site –Grow@4CD		<i>Information, discussion</i>	
Ken	Update on blog system		<i>Information, discussion</i>	
Percy/Jen	New monitor locations & costs		<i>Information, discussion</i>	
All	Other		<i>Information, discussion</i>	
ON DECK: FOR FUTURE MEETING				
Chris	Develop vision for Communication Committee <ul style="list-style-type: none"> Re-visit committee charge 	As time permits		

Membership:

- Marketing Director – Chrisanne Knox
- Senior Dean of Career and Community Partnerships – Beth Arman
- Outreach Manager - Kim Christiana
- Dean/Equity and Student Engagement – Rosa Amendariz
- Sr. Web Administrator - Ken Statham
- Faculty – Bret Peppo, Music

- Faculty --Troy Bennett- ArtDM
- Classified Staff –Jessica Martin
- Classified Staff --open
- San Ramon Representative – Jennifer Tejada

Six members required to meet quorum

Standing guests*: Mark Akiyama, John Fogli, Percy Roper, Lynda Letona

* Non-voting – does not count in quorum