

COMMUNICATION COMMITTEE AGENDA
Friday, April 24, 1:00 – 3:00 p.m.
Online Via Zoom

Presenter	Agenda item	Time	Outcomes/next steps	Completed or bring back date
Troy	Call to order: <ul style="list-style-type: none"> • Adoption of the agenda • Approve 4-10 meeting minutes 	5 min		
Chrisanne	Digital monitors content advisory and overview	20 min	<i>Information and discussion</i>	
Jessica	Demo for grow@4cd	10 min	<i>Information and discussion</i>	
Chrisanne/Kat	Distance Education Communications	20 min	<i>Information and discussion</i>	
All	DVC Email BCC's – recommend becoming policy	5 min	<i>Discussion and action</i>	
Chrisanne	Full Capacity Marketing Communication Audit	10 min	<i>Information, discussion, action</i>	
All	Annual End-of-the-year Committee Self Evaluation	15 min	<i>Information, discussion, action</i>	
ON DECK: FOR FUTURE MEETING				
		As time permits		
OPEN TO THE FLOOR				
	Public questions and comments	30 min		

Membership:

1. Marketing Director – Chrisanne Knox
2. Senior Dean of Career and Community Partnerships – Beth Arman
3. Outreach Manager - Kim Christiana
4. Dean/Equity and Student Engagement – Rosa Amendariz
5. Sr. Web Administrator - Ken Statham
6. Faculty – Bret Peppo, Music
7. Faculty --Troy Bennett- ArtDM
8. Classified Staff –Jessica Martin
9. Classified Staff --open
10. San Ramon Representative – Jennifer Tejada

Six members required to meet quorum

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

* Non-voting – does not count in quorum