

COMMUNICATION COMMITTEE MINUTES

Tuesday, June 11, 8 – 9 am

| Presenter | Agenda item | Time | Outcomes/next steps | Completed or bring back date |
|-------------------------------------|---|-----------------|---|------------------------------|
| Chris | Call to Order: <ul style="list-style-type: none"> • Introductions • Adoption of the agenda | 2 min | | |
| | Public comment and announcements | 0 min | | |
| Chris | PRT update <ul style="list-style-type: none"> • PRT visit outcomes (May 16) • Student Advisory Council working during summer. Can we use them? | 5 min | <i>Information, brainstorm</i> | |
| Gabe | Follow up <ul style="list-style-type: none"> • Monitors – purchasing, placement, installation and governing – Gabe update • Charging stations – purchasing, placement and installation. Where are we with this? Gabe update | 5 min | <i>Discussion – next steps</i> | |
| Chris/John | Consultant tasks <ul style="list-style-type: none"> • Assist with analysis of existing current publications and electronic communications around entry and connection. Consultant selection process <ul style="list-style-type: none"> • Introduction of John Fogli • Criteria (characteristics, experience) • Deliverables | 20 min | <i>Discussion and action</i> | |
| Chris/all | PRT Timeline | 10 min | <i>Discussion and action</i> | |
| Chris/Kim Schenk – guest/Beth, Rosa | Summer workgroup tasks <ul style="list-style-type: none"> • Website Meta Major work for fall • Racial taskforce communication sub-group meeting | 10 min 5 min | <i>Information, discussion and recommendation</i> | |
| All | Other | | | |

Membership:

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

Six members required to meet quorum