Community and Communication Committee
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Date: January 25, 2019
Time: 12:30-2:30 p.m.
Loc: Altos Room, 2019

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ITEM	TOPIC	NOTES
1	Roll Call	Isaac called meeting to order 12:34PM Members Present: Facilitators Isaac Escoto Craig Gawlick Tri-chairs Staff: Martha Rubin Faculty: Jordan Fong Administrators Valerie Fong Faculty Nicole Gray Staff Jon Michael Kowertz Fountainetta Coleman Students Azad Unlu Matthew Bodo Ex-Officio Gay Krause Lisa Ly for Doreen Finklestein Teresa Ong Vanessa Smith
2	Approval of Minutes	Quorum met at 12:41PM, approved by consensus
3	Public Comment	Our meetings are open and are governed by the Brown Act. Members of the public may comment during this section, however this is not a place for discussion. Members of the committee would

Discussion points/ possible outcomes:

#1 With the shifting of spaces, specifically the Hub idea, what is going to happen with those spaces. Women s center, career center, faculty lounge, etc.

Will Get in touch with Elias Regalado about the facilities that are on the campus, and how are they use- under or over-utilized.

Where do the students feel comfortable and where can we replicate?
Are there services at one end of the campus that aren t elsewhere, can they be replicated somewhere else?
How do we bring in the greater community as a whole? Theater? Pool? Fields?

Once it s determined, what s the process of getting this decision- what group, institution and person would help with this process?

ACTION: Talk to Elias and R &R committee and also get the ball rolling on a survey – with help from Marketing and possibly Research. Come to next meeting with a listing of locations.

#5 Communication: How to ID the types of communication- internal vs external. External- outside the community, local and Bay Area wide.

So many outlets already exist and the content is important- but is it being copy and pasted, and customized to each platform. Visually dynamic delivery will attract a specific group.

Facebook group exists- but who is it targeted for? Students are inclined to use one platform vs another, what s the focus, how do we find the heaviest use?

Events- how can they be advertised in a timelier manner?
srhow do
Online students and most classes use Canvas-

Is the message conveyed in a way that is in the voice of a student, of a faculty member, and is the key information pulled out and highlighted?

Ed websites can be difficult because there are so many audiences they are connected to.

#10- Service leadership is the main crux. If the community doesn t understand what it is, and increasing involvement is the key, then what s