AGENDA & MINUTES

Name of Committee or Team: Engagement Committee

Support Documents Link:

Recording link:

- **Committee Members Present: Susan Hardie, Eliza Lee, Lisa Whiting Dobson, Kelli Herm, Laura Bishop, Brittany Barber, Karen Tommasulo, Jessica Hester, (Tracy Nothnagel was in the room at another table).**
- **Resource Members Present via WebEx: N/A**
- **Guest(s): New senators attended the first part of the meeting to greet their mentors and for orientation- Dustin Abrego, Tanya McClain, Ian Leighton, Autumn Brown**
- **Scribe: Kelli Herm**

Date: 10/18/2024	Time: 11:10am (approx.)	Room: Admin building Board room

Agenda Item	Tentative Time	Discussion	Next Steps
New Senator and Mentor Meet and Greet (10 minutes immediately after Senate Meeting)		• Dustin's mentor is Louise Rabidoux, Tracy with Rick Caprario, Eliza with Jennifer Muffett and Evan Faulk, Jessica will mentor Tanya McClain and Marc Fennell, Ian Leighton with Susan, Autumn Brown and Homa Ghaussi Mujtaba with Lisa, Brittany is mentoring Ed Kabara and Wade Merrill, Gerry Haddad is mentoring Steve Simonson • Some mentees not here. • Mentors are contact point • Mentors met with their mentees	Updates made to mentors post meeting- mentors lists was shared in Web-ex.
Newest Senator Orientation		• New senators told, "Don't be afraid to speak up", some have already spoken during meetings • Senate crafts academic master plan, should focus on teaching and learning- this is under the Strategic plan- teaching section, it's a 5 year plan • It would be useful to get feedback from faculty: challenges with D2L, etc.	

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		- Sometimes students don't see feedback from faculty- maybe they cannot find it. - Online students used to need to take a course, maybe we should bring it back? - D2L not phone friendly - Every course set up differently- other institutions have it set up differently. But different classes are taught differently, especially F2F. Could standardize certain things like navigation.	
Approval Of Agenda		Eliza approved, Jessica seconded, all in favor	
Approval Of Minutes October 4, 2024		All approved	Kelli will send minutes to Penny Tucker to post to the website.
Senate Election Marketing		- Karen shared Marketing plan- not just for elections so can take the word elections off - Beginning of each semester, get the word out - Lists things we are planning to do- reminders for us - Keep all messages we send in one place e.g. STAR - Emails such as congratulatory - Add having new Senators stay for last meetings in April and first meetings in fall - Plan for orientation - Assume that this committee will be mentors- we had low commitment to be mentors- only 2 out of all returning senators are mentors (not on this committee) - Let them know that the mentor role is not a lot of work- more of a check in - We could recraft the expectations for mentors	Everyone will look at it and give feedback at the next meeting

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		o Early April new senators get email and they attend last couple meetings- should contact them in March
		• Do we contact senators when they don't show up? If it's been two in a row…one person wasn't getting emails
		• Eliza shared action items for senators
		• Admin senators should start at the same time as faculty senators- suggestion. This could work toward building community
		• Oct, Nov, Dec-
		    o Add a blurb in STAR each month- suggestion
		    o Could highlight a Senator and show our first-year senators and why they joined
		    o Could send these out in the off weeks between meetings- every month
		    o Who to start with? Engagement committee members could be featured this year.
		    o HHS connections meetings in Oct, Nov, Dec. Brittany will do marketing for this, and Autumn will help
		• General Marketing goes in Operations and calendar	

Committees In Need Of Members		• CASL and SAC looking, SAC could use more student members.	• Ask faculty to look for students, advertise on digital signs. Ask senators to mention it to their students.

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Senate Website Frequently Asked Questions Update		• Announcement was made in Senate meeting today- will get sent to Eliza o Some of the FAQs we have so far are: Do I get paid? Can I accept before nomination? Remote instructor- how to get involved, modality, what can/can't be discussed, only faculty? Can students attend?	• Susan shared FAQs via Web-ex post meeting.
Senate Website Suggestion Box Update			• Eliza is going to talk with Penny about a general website overhaul which may include a suggestion box.
Senate Video Update			
Adjournment		• Meeting adjourned approximately 12:10pm	

Meeting adjourned at: 12:10pm (approx.)

WebEx Chat Information:

Polling Results: