

EA Communications, Outreach and Recognition Committee September 16, 2021, meeting

Attending: Ellen T Miller, Ashley Miller, Liz Cunningham, Derrick Barrett, Denny Totman, Erin Kelly, Kristen Ciferri, Kate Supron, Marin Cherry, Jackie Creque, Jessica Withers (notes)

1. Committee Structure/Establish roles

Sub committee leadership

Recognition – Kristen Ciferri and Erin Kelly will co-chair this sub-committee, Denny Totman thumbed up at being asked to continue on

Communications – Derrick Barrett will lead and Liz Cunningham will serve on sub-committee

Outreach – Kristen Ciferri will help but not lead

Secretary – Denny Totman can take minutes and upload to Box and the website.

Vice-chair – Derrick Barrett will take on this role

Treasurer – not a priority but if anyone is interested in this role, let Ellen know

Ellen will update Teams and Box with new members, working with Kit as needed.

2. **Recognition** – if anyone wants to join this sub-committee, contact Kristen and Erin. The first project will be to launch the staff award for integrity and inclusion. Conversation has just began on the President's Address to Staff which also includes an EA staff appreciation award – so that is upcoming. Those who nominated staff for the George Peter Award were notified if their nominee was selected. It was left to them to notify their nominee. Ellen and Denny will send general appreciation notices to them via the appreciation portal; they won't mention the GPA in case they were nominated again next year. Ellen will add Denny to the EA account in the portal.
3. **Communications** – would like to send an EA Voice on Monday, September 20, because of the need to fill 15 positions on the UHRP by September 24, proposed changes to Policy 6.3, and the upcoming special election with deadline to register October 4. May also include info from last night's staff graduate reception; Ashley will send a link and a photo if possible. Flu shots, other open liaison positions. Ashley will find another two appreciation quotes. Derrick will reach out to Toral to see if there is any events to be added for Hispanic Heritage Month.
4. **Outreach** – Nothing pending. The priorities poll will not be held this year because last year's was late in the fall semester and framed as priorities for 2021.
5. **Other business** – Ashley confirmed a fall employee celebration but it won't look the same. Tentative date is October 29. EA won't be able to have a table but many volunteers will be needed.
6. **Next meeting date** TBD We may have one group meeting and one meeting for sub-committees each month.