



**Faculty Council Communications Committee (FC3)
February 11, 2021, 11:00 AM – 1:00 PM
Zoom Video Conference**

MINUTES

Attending: Carmen Stavrositu (Chair, UCCS), Carrie Makarewicz (Vice-Chair, UCD), Judy Scott (Secretary, UCCS), Kathia Ibacache (UCB), Ashlyn Velte (UCB), Larry Cunningham (UCD), Cathy Beuten (SYS, University Relations), Jay Dedrick (SYS, University Relations), Jonelle Henning (SYS, Faculty Council)

1. Approve December meeting minutes (APPROVED)

2. FC Newsletter

- Discussion held over the possibility of issuing 2 electronic and 1 physical newsletter every academic year.
- Members voted to first distribute an electronic newsletter that will include a survey to determine faculty's interest in receiving a physical copy at the end of every year.
- The committee decided to have the newsletters sent to all faculty with the option of opting out of the subscription.

3. Faculty Voices

- Dr. Allen submitted her article on inclusion for the February publication.
- Carrie recruited 3 faculty members to submit articles: Rachel Gross, Regent Callie Rennison and Storm Gloor.
- Members reviewed Rachel Gross's article submission web form and would like to move forward with publishing it in March or April.

4. Committee Corner

- Budget committee is confirmed for February, Personnel & Benefits is scheduled for March.

5. Committee Charge Revisions

- After Dr. Allen reviewed the revised charge with Carmen, the charge was then submitted to Faculty Council Executive for review at their February meeting.

6. Faculty Council Website

- Jonelle shared the homepage redesign at the Faculty Council January meeting and reported on faculty's recommendations.
- The committee recommended keeping consistently active FC work highlighted at the top of the homepage, less active work towards the bottom.
 - Once ready, members would like to have the newsletter highlighted at the top as well.
- Jonelle is now working on the navigation redesign and organization of information.

7. Faculty Guide

- Members voted to keep the Faculty Guide name instead of Faculty Handbook.
- Members reviewed the guide for the remainder of the meeting, adding further comments and edits to the document.
- As the guide gets closer to going live, Carmen reminded members to continuing making edits to their respective campuses when necessary.

8. **Adjournment and Next Meeting:** The meeting adjourned at 1:02 p.m. The next meeting is March 11, 2021 from 11:00 AM to 1:00 PM via Zoom.