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| GEORGIA STATE UNIVERSITY STAFF COUNCIL COMMITTEE MINUTES | | Date: Friday June 16, 2017 | Time: All Day Meeting |
| Committee Name: Communication Committee Minutes | | Recorded by: | Cynthia A. Woods, Chair |
| Attending: | Attending: Denise S Rixter; Aretha J Asberry; Fran Mohr; Anita J Webb; Linda P King; Kashira Baker, Cynthia A. Woods | | |
| Excused: | Falon Thacker; Lannetta M. Somerville; Bonita G King; | | |
| Unexcused: | | | |

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| Agenda item: | Reminder of Previous Minutes |
| Discussion Summary | Vice- Chair Anita Webb provided update to group |
| Action Items: | n/a |

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| Agenda item 1: | Attendance Policy |
| Discussion Summary | Chair Cynthia Woods reminded members of the policy |
| Action Items: | n/a |

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| Agenda item 2: | Topic: 2017 – 2018 Annual Goals for the Communication Team |
| Discussion Summary | Open Discussion about the goals submitted to the Staff Council Board |
| Action Items: | Reported to the Staff Council the following goals for 2017-2018 1. Increase visibility at GSU with the expansion of the website, promote display materials, announce staff council events with a monthly newsletter focusing on all campuses, and promote activities on various media sites. 2. Create a listserv that staff council members can use as an additional resource for communication, and friends-of-staff-council can contribution information. 3. Cultivate new creative ways to highlight the “Spotlight on Staff “for individual, groups or teams at GSU, including adding an “On the Spot Campus” monthly feature. 4. Develop a Communications Campaign for branding and promotion initiatives emphasizing the overall Staff Council Members roles and service to the GSU staff. |

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| | This meeting was adjourned at 4pm. |
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