University of Minnesota Morris Digital Well

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Consultative Committee   Campus Governance

3-5-2020

Consultative minutes 03/05/2020

Consultative Committee

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Members present: Terri Hawkinson, Brandon King, Margaret Kuchenreuther, Clement Loo, William Rottler, Jimmy Schryver, Kristi Smith, Angela Vetsch, Sheila Windingstad

Members absent: Josh Westfield, Julia Scovil, Ann DuHamel,
Guests: None

In these minutes:
- Called to order by AV at: 11:44 AM

1. *Morris Posting Procedure*
General feedback on early stages of the draft:
- What is already policy and what is new in regards to the draft?
- What is considered a University posting?
- How was the count of bulletin boards created? The draft has conflicting numbers and there are some boards that have not been counted (Behmler) as well as some that might be incorrectly categorized (library). Work with division chairs, disciplines and units to get a better count of the bulletin boards.
- Note that office staff manage a lot of the bulletin boards in the division areas. A suggestion would be to determine who is managing event posters in division areas?
- Standardize the organization of the boards. Use a chart or map to know where the posting areas are. Each area could be numbered (with what room number they are close to) in order to have a better understanding where the posting areas are. Creating a map of locations for postings for university and general.
- Generally, around campus there is a lot of confusion on which areas are what for posting.
- Who is approving the posters that are being put up around campus? Why is it all up to one area?
  - The division offices should be able to approve posters for their areas.
- Who is removing the posters across campus when the time is up? General concerns about staffing on who is managing the posting/removals (who has the time to do this? Will they cover all the boards around campus?). Have a better plan for pulling expired events to make space for new events.
- Since the UMM Archives wants copies of the posters, there should be a way to communicate to keep posters. Consult with Naomi Skulan or Stephen Gross to determine how to best get these posters to the archives and how to encourage disciplines-controlled spaces to depot.
- Encourage thorough communication about what boards are what for posting. Additional locations might be needed for postings.

- What do we do about non-university postings - e.g. rentals, community events. How do we tell them about the policy? There should be a specific area for rentals and non-university postings. Around the post office/bookstore there should be a public area to post. The RFC is a great spot for posting. Work with the RFC to help bring the community and campus together by encouraging posting of events that could attract the broader public. Dining hall would be a great place to post
- Are there bulletin boards in the Welcome Center or the RFC?
- Work with IT/digital signage to put posting there. Invite Bill Z. to a future Consultative meeting to discuss signage/email listserve.
- How will the rules be communicated to people wanting to post? We want the policy available not only to those on campus but also to those outside of campus, e.g., for local businesses, landlords (share change in paper or Friday Facts?).
  - Have a sign saying all posts are welcome, please go to student activities for approval.
  - The info desk is a good spot for people looking to get info on where to post/ approval stamps
- Add "at one time" to 28 posters
- We need to clarify university boards vs. division boards. For example, if I want to hang posters in my building advertising for TAs, do I have to go to student-activities?
- Communication of the symbols on the draft is confusing.
  - Perhaps change the colors and symbols to know which boards are which for posting…(e.g., a stop sign =red [don't], yield=yellow [need permission/stamp], green=go [no approval needed])
- Suggest a flowchart on: Where can I post? Do I work here and what am I posting? Am I from off campus?

2. ***Feedback on Strategic Enrollment Management Goals***
   a. Should CC email to let everyone know what needs feedback in the near future?
   b. Finding out who is doing what in the groups in regards to the work.
   c. Getting close to the finalizing the goals of the SEM, strategies are next.
   d. Going to division meetings to get feedback instead of asking people to go.
   e. There needs to be something done to get more faculty feedback due to low participation numbers in the sessions.
   f. In regards to low faculty attendance, division meetings are the best way to reach the faculty or have something at night.

Date of next meeting: April 2, 2020
Adjournment time: 12:44 PM
Submitted by: William Rottler
Date submitted to Digital Well: 4/30/2020