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## YCSA – Communication Committee

1-19-2021

10:30am

### 1. Follow up about Behind the Scenes

Talk about How we can support Behind the Scenes/ divide up amongst committee.

- How to roll out, when to send it out- Bi-Monthly- Kelsey Tim's back up- More to come

### 2. Newsletter Update

YCSA Newsletter- Paige is off the committee (Karen, Carol, and Katherine, Gwen adding to Committee)

- What is the schedule: Two per semester, one in the summer
- Due dates, that don't change- set a schedule

### 3. How can we support New Employee Brochure? –

#### a. Take a look at website, create rag card or 3 panel brochure-

##### i. What Info do we want included?

Mission/vision/values of YCSA, Different Committee options & Mission Goals, How to

- Start with electronic and then move to mailing.
- Mug with business card that pushes to YCSA website? Welcome Card (Mailed)

Get with HR and talk about Distribution

Talk about process (print, mail? email? etc.)- mail to houses of non-ycsa members- with letter from President?

Next Meeting- Emily, update about New Employee Brochure ?

Video communication? Bridging departments?

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