

May 27, 2020



Minutes for YCSA Communication Committee

1. Check in with all – virtual ZOOM meeting

Attendees: Kelsey Behnken, Paige Ruggles-Kruger, Katherine Anderson, Adrienne Carlos, Gwen Payne

Non-attendees: Tim Diesch, Jason Major

2. Reviews the April meeting minutes – approved with not changes
3. Talked about the Ducksoup/Newsflash vs. YCSA Broadcast and whether we should add faculty to our disbursement of the YCSA Broadcast. The committee decided not to add the box. The committee felt that if faculty needed to know the information from the YCSA Broadcast that we would submit a Ducksoup/Newsflash that would be sent out to all.
4. Website review – each team member will review a specific landing page in the YCSA website:
 - Janice – Communication Committee
 - Kathryn – Recognition Committee
 - Kelsey – Engagement Committee
 - Adrienne – Training Committee
 - Gwen – YCSA Home page

Discussed what the Newsletter would look like for 2020-2021 (fall specifically). Determined that the fall newsletter would reflect the following:

- New YCSA leadership – introduction/bios
- List of new reps
- What YCSA is brochure to be designed – Janice and Kathryn

*possibly highlight the changes for fall as an institute

Kathryn updated the committee on some of the items that the YCSA Executive team was going to move forward in 2020-2021. The addition of two more committees to the YCSA: Years of Service and YC Benefits

Janice shared a webinar on how to conduct a Zoom meeting - [here](#)

<https://www.youtube.com/watch?v=JyT6-NdM-EA&feature=youtu.be>