Outreach and Engagement Council
Minutes: Wednesday, February 27, 2013

3:00-4:00 p.m.
SUB 168

Kim Obbink        Jill Martz        Suzi Taylor
Matt Caires       Carmen McSpadden  Betsy Webb
Nancy Cornwell    Shannon Moreaux   Shana Wold
Phyllis Dennee    Kathy Tanner

I. Call to order
   a. Meeting called to order by Kim Obbink

II. Approval of Minutes of January 23, 2013 meeting
   a. Kathy Tanner moved to approve the minutes, Nancy Cornwell seconded
   b. Minutes approved

III. Introduction of new members and terms of service
   a. New members
      1. Betsy Webb – with Human Resources representing the VP for Administration
      2. Eric Hyppa – with KUSM representing MSU Units at Large and also Ex Officio for Office of University Communications
      3. Shana Wold - replaced by Diane Dorgan with MSU Admissions to represent Staff Senate
   b. Terms of Service
      1. Proposed terms of service to be discussed in March meeting to follow other Councils
         i. Suggestion - initially divide original members into two and three year terms and then convert all members to two year terms

IV. Report on meetings with Research Council and President’s Retreat.
   a. Kim Obbink shared the draft of the position paper at the President’s Retreat and with Chris Fastnow
   b. Kim attended a Research Council meeting to hear how they were aligning their work with the Strategic Plan
   c. Next step for the O and E Council might be to create strategies that could be shared with departments and colleges for outreach and engagement. Definitions are important, and the Council will focus on equipping and empowering people to know what outreach and engagement are.
V. Review position paper draft and identify next steps.
   a. Discussion of some changes to consider.
   b. Next steps
      1. Action: Kim to check with Provost and President for their feedback and about timeline of rolling out the OEC position paper.
      2. Work on introductory statement for when sharing with other councils and groups.

VI. Committee meeting schedule and possible subcommittees
   a. Discussion of forming subcommittees if task driven.
   b. Discussion of “who owns” the Carnegie Foundation application for the next Community Engagement classification. Clarification that Dr. Doug Steele, as the VP for Outreach and Engagement, led the Working Group effort for the Carnegie application in 2010. With his leadership in forming the Outreach and Engagement Council, the responsibility of the Carnegie application for community engagement appears in the responsibilities of the Council mission.
   c. Discussion of extending the regular meeting time to 90 minutes. New meeting time will be 2:30 p.m. to 4:00 p.m.

VII. Announcements
   a. Service Learning Summit, March 28th

VIII. Next Meeting – March 27, 2013 – SUB 168 – 2:30 p.m. to 4:00 p.m.