I. Call to order
   a. Kim Obbink called the meeting to order

II. Approval of Minutes of February 27, 2013 meeting
   a. Jill Martz moved to approve the minutes
   b. Suzi Taylor seconded
   c. Minutes approved

III. Introduction of new members and draft document of terms of service
    a. Diane Dorgan with the MSU Admissions office is the new representative from Staff Senate
    b. Discussion of Terms of Service
       i. Draft handed out
          1. “Represents” column standing memberships; person may change but the organization stays the same
          2. Faculty and Staff Senate may elect their representative
          3. Other representatives are appointed by the office/party they represent
       ii. Terms of service to be approved at April meeting and posted on the website

IV. Position paper latest final draft - President & Provost comments
    a. President and Provost have given permission to go forward with this document
       i. Version dated March 1 is approved and is the final draft
    b. The document may now be shared with professional groups, councils, departments
       i. Not a policy or procedure
       ii. OEC is open to feedback
    c. Members to share the position paper with the following
       i. Kim Obbink – University Council
       ii. Shannon Moreaux – Faculty Senate
       iii. Nancy Cornwell – Deans Council
       iv. Matt Caires – ASMSU
       v. Diane Dorgan – Staff Senate
       vi. Becky Mahurin – Research Council
       vii. Jill Martz – Extension
       viii. Chris Fastnow - Planning Council
    d. Remove “draft” and “not for distribution”; add wording regarding that OEC would appreciate your feedback with an email address
    e. To be posted on the website
V. Committee meeting schedule for April, May and summer
   a. Reschedule of April and May meetings
   b. Summer meetings – May, June, July – most are around; some members are not available
   c. Upcoming tasks to be worked on
      i. Carnegie suggestions for 2015 applicants with consideration of MSU’s 2020 application
      ii. Plan campus celebration for Outreach and Engagement
         1. Create own event
         2. Piggy back on another event
      iii. Create ways to recognize less publicized campus outreach programs
         1. Once a month highlight to the listserv, similar to Pure Gold
      iv. Sub-committee to change/develop criteria for recognition awards
   d. April meeting rescheduled for April 18 at 10:30 a.m. in SUB 168
   e. May meeting TBA

VI. Professional Development opportunity and budget
   a. Engagement Scholarship Conference – October 8-9, 2013 Texas Tech
      i. http://engagementscholarship.org/conference/esc-2013-meeting
   b. The Emerging Engagement Scholar application is due April 30th.
      i. This is open to graduate students or early career faculty members who would like to apply for scholarship for conference fees only
      ii. Suzi Taylor will submit a call for applicants to MSU Today
   c. At this time, OEC has a small budget. Some suggestions were made for best use of the money.
      i. MSU belongs to a Consortium that is presenting the Engagement Scholarship Conference which has a yearly fee (now $5000).
      ii. OEC budget could be used to send a small team of representatives to Engaged Scholarship Conference (travel and conference costs).
      iii. Set aside money for recognition awards
      iv. Outreach booklet – change to online version, budget to pay for design and layout

VII. Announcements
      i. Barbara Jacoby get together at 5 p.m. on March 27 to discuss service learning.
      ii. Jacoby keynote on March 28
   b. Other?
      i. Betsy Webb to let Year of Engaged Leadership know that there is an interest in partnering.
      ii. Kathy Tanner attending Engaged Campus Conference in May
      iii. Suzi Taylor to attend MT Girls STEM conference in Billing Friday, April 12

b. Next Meeting – April 18, 2013 at 10:30 a.m. in SUB 168