

Outreach & Engagement Committee

10/26/2023

Present: Jessica Ballard-Lawrence, Atoma Batoma, Sara Berthier, Kirsten Feist, Celenia Graves, Cindy Ingold, Rachel Miller-Haughton, Janis Shearer

Notetaker: Kirsten Feist

Minutes

Approve minutes from September meeting

<https://uofi.box.com/s/bslhejevumw9illf69evxe034ca93xrm>

- Minutes from previous meeting approved by OEC and will be posted to OEC committee page

Definition of quality engagement

- Review existing data on Library Outreach & Engagement
- Reviewed EUP document
- Celenia showed example of summary of definitions of quality engagement OEC members can model for their own divisions
- **Action Items:** Look at division annual report(s) by 11/10 and add brief summary here:
<https://uofi.box.com/s/z4oa7nt40ol1rjb8hldysjih6djh5hf7>

Fall events/plans

- Conduct reading discussions and “Skill-Up” sessions each semester
- What would OEC most want to do in Spring? Same as the past, or re-envision training opportunities?
 - Reading groups preferred by some, but ultimately decided both can be facilitated
 - Reach out sooner than later to contacts for “Skill-Up” sessions
 - Poll will be sent to determine best scheduling options for OEC moving forward
 - Facilitators set dates for sessions themselves
- **Action Items:** Think about if you would like to host a session and when, and who you might recommend for a “Skill-Up” session. Brainstorm ideas in Box folder (Janis will let us know what’s been done in the past). More to come via email from Janis and Celenia
 - Past events: <https://uofi.box.com/s/0rykh3kgee424sqc2d0zg61evrry6t2l>
 - Brainstorming document: [“Brainstorming – Spring 2024” document](#)

OEC Grants

- Promotion & process questions
- [Constructing Kayfabe Event Summary](#)
 - Curious about communications strategy
 - Important to keep application and report simple and descriptive so folks encouraged to apply. Perhaps checklist or template
- **Action Items:** Review report, if any remaining questions, let Celenia and Janis know. Cindy happy to look into report options

Other items

- Can OEC members apply for OEC grants?
 - Yes, but could not evaluate own application (rest of OEC would)
 - Primary applicant needs to change around over time if multiple grants

Volunteer notetaker for next meeting

- Jessica Ballard-Lawrence (tentative)

Adjourn