

Minutes, Deans & Chairs
March 25, 2024
Zoom Meeting

Hub called the meeting to order at 2:00 pm

HR Update

- Reynolds requested managers' help to approve payroll in a timely manner, particularly student employees. She also discussed student employee offboarding – both HR and TAG need to be notified.

ACEJMC Self-Study

- Kiouisis provided an update on the progress of the self-study.

CJxDC

- Kiouisis said the task force is himself, Spiro Kiouisis, Ted Spiker, Myiah Hutchens, Jen Ford, Julie Frey and Matt Sheehan. He discussed plans for recruiting a director and enrolling students. He also discussed space in DC and upcoming conversations with stakeholders.

Department Updates

Brown asked departments to share updates.

- Ted Spiker said Journalism will have a number of searches for next fall. He also discussed a recent educational moment with a student piece. He said the finishing touches are being taken care of for the Sports Symposium.
- Keisha Reynolds mentioned the CJC Standing Ovation Award for faculty and staff has kicked off. She also encouraged supervisors to participate in new workshop offerings.
- Myiah Hutchens said PR week announced an honorable mention For CJC PUR as a department, and an honorable mention for a CJC student. She also said students are in DC on an Agency Tour. She said the Bateman competition is due today, will find out in a few weeks if CJC is a finalist.
- Harrison Hove mentioned the upcoming INC open house and anchor auditions. He also discussed hires, departures and searches. He announced that CJC is credentialed for both the RNC and the DNC. He also said he is working on ideas for news expansion.
- Roxane Coche said that Tim Sorrel is associate chair for the department. She also mentioned students awards, the addition of five new advisory council members, and partnerships she is working toward.
- Evan Kropp discussed the Online Masters Program. They shifted the application deadline to include more graduates who may be looking. They are also working on more marketing of the program and in building out new offerings.

- James Babanikos discussed PATH and mentioned advanced registration is happening. He is working on the Senior Learning Assessment as part of our self-study for ACEJMC. He encouraged faculty to encourage students to complete the assessment.
- Kutonya Sowell said the Business Office is monitoring accounts and projections for the rest of the fiscal year and is beginning preparation for the upcoming fiscal year.
- Laurent Burman said The Agency posted a job opening for an office manager. He also discussed an April Chicago Agencies visit with student placement and new business development in mind. He also discussed the Advertising Council meeting and follow-up.
- Robyn Goodman discussed Graduate Studies and announced Ted Spiker as interim director for the Pro Masters Program. Admissions process is over, waiting for April 15th. Currently in defense season.
- Natalie Karaoglanian said Advancement continues to meet with donors. Dean's Leadership Council meets this week and that membership may be growing. She is working on a new platform called Graduate which will help with mentorship and alumni relations.
- Randy Bennett updated that Communications hired videographer Jenna Ayoub, a CJC grad. He said the Dean's Report and companion website should launch soon. He said Knight Foundation is supporting the Brechner Center's work on Sunshine Week. CJC is searching for a director for the Collier Prize. He requested Deans and Chairs notify communications when faculty plan to attend conferences.
- Marcia DiStaso said Research is promoting internal grants, and external grants are up substantially. They are working on accreditation self-study and on strategic initiatives.
- Huan Chen mentioned Advertising had a successful year for paper presentations and awards. They are in the final phase of reviewing By-Laws and are reviewing pay criteria.
- Katrice Graham discussed the Knight Division's successful recruitment trip to schools in South Florida. She said an outreach coordinator position is approved and will be shared between the Knight Division and OCCP. Summer scholarships are being awarded and professional development grant applications are incoming. The NBCU Next Level Summit will stream live from the Atlas Lab.
- Nate Carpenter said Atlas Lab received an internal strategic initiative grant. Atlas was involved with social monitoring of Sunshine Week and is working with Center for Public Interest Communications on student centered research. The Atlas Lab will host NBCU, the senior showcase and continues to host classes and workshops.
- Spiro Kiouisis discussed the open SCC position, removal of some interim appointments.
- Hub Brown discussed the upcoming Dean's Leadership Council Meeting and President Sasse's 10x10x10 initiative.

Open Discussion

- No new business

Attendees: Hub Brown, Spiro Kiouisis, James Babanikos, Randy Bennett, Laurent Burman, Huan Chen, Roxane Coche, Robyn Goodman, Katrice Graham, Harrison Hove, Myiah Hutchens, Natalie Karaoglanian, Evan Kropp, Keisha Reynolds, Kutonya Sowell, Ted Spiker, Randy Wright

Meeting Adjourned at 2:51 p.m.