Research Office Communication – Ellen Evans

- **New grant application submission tracking form**
  - Ellen Evans proposed a new process for logging new grant applicants. This process would take ~5 minutes and include questions for PIs to complete that track important parts of the grant submission (e.g., funding agency, grant deadline, anticipated course-buy-outs or other COE, department, and/or program resources). This new process would begin a conversation between the Research Office and the PI about next steps for grant submission. Department heads shared this would be helpful for them to track grant submissions in their units and be better prepared for processing the subsequent proposal transmittal submission.

- **Data from research office – What data would be useful to you?**
  - The research office is developing more effective systems to track submitted grants (e.g., metrics such as grant amounts, PI), but also information that is difficult to find for awarded grants (e.g., cross-campus collaborators, diverse identities of PIs). She asked COE leaders about the types of data reports they would find helpful and frequency and time frame of reporting (e.g. monthly, quarterly, etc.). General feedback included the following: first of the calendar year for annual reports would be helpful, grant amounts, internal vs. external grants, support for graduate research assistants, PI percentage time allocated, and faculty roles as consultants/collaborators.

Communication Office Updates – Jen Williams

- **Social media dashboard**
  - Jen Williams shared that the Communications team launched a social media dashboard that leaders will receive every month. This includes the media that are having the largest influences on folks (e.g., website, FaceBook, Twitter, Instagram, COEfyi). Twitter, for instance, is getting a lot of hits for our research posts. The fall events getting the most traction on Instagram are student-oriented (e.g., Pop into Ramsey, Back on the Block). She asked COE leaders to like our posts and tag the College (@ugacoe) with any social media/online posts within their units that Communications may not be aware of, as well as to keep a watch out for any posts that might be getting negative attention so Communications Office can support faculty and staff in these situations. Also, only units that meet the College’s guidelines for stand-alone social media channels (such as OLLI, the Speech and Hearing Clinic, Torrance Center, etc. may have their own social media accounts. Guidelines are available here: [https://coe.uga.edu/assets/downloads/oca/social-media-content-guidelines.pdf](https://coe.uga.edu/assets/downloads/oca/social-media-content-guidelines.pdf).

- **External-facing print and digital pieces**
  - With regard to the UGA logo - any t-shirts, brochures, fliers, etc. must be vetted through the Communications Office due to UGA and College of Education visual
identity requirements for promotional merchandise and other items. The Communications team is happy to work with units on these projects and shared a few recent success stories of working with faculty and staff on ads and fliers.

**Student Teaching Scholarship** – Denise Spangler

- Discussion item: We currently award scholarships of $1500 each (fall and spring, approximately 40 per year) for students (BSEd and MAT) who are student teaching, based on both merit and need. There is a faculty committee that reviews applications and selects recipients. Molly Thomas (Development Director) and Denise looked at the original funding agreement (this is foundation money), and the funds are not restricted to those who are student teaching. Denise invited input on how the scholarship criteria might be revised to be more equitable and inclusive of all majors that have a culminating internship with associated costs for transportation, professional clothing, loss of income due to not being able to work, etc. Items suggested for consideration included duration of internship, whether interns are paid for their work or are working full time. Denise will ask department heads to supply course numbers for such internships along with additional details, and the group will revisit this conversation in a future meeting with a goal of having changes in place by the fall 2019 application period.

**Faculty Senate Update** – Jim Garrett

- In collaboration with DEI Office last year, explored the addition of a DEI question on the course evaluation. There was an engaged discussion about this, and faculty senators decided to take this conversation back to departments. There are two issues: whether or not a question is needed and what a question would look like. Jim shared he hoped that this issue had been brought up in department meetings.
- Stacey will provide a copy of the DEI questions asked on COE exit surveys.
- There was also a discussion of service time, and Jim shared documents Denise sent with faculty senate and they will return to this discussion later.

**SRG Update** – Melanie Peiper

- SRG will continue to collaborate with DEI Office (Anneliese Singh) on marketing the OID Diversity and Inclusion Certificate.
- SRG will also collaborate with the Office for Faculty and Staff Services (Ed Delgado-Romero) on various community-building initiatives.
- Melanie reported on discussions with President Morehead at Staff Council the Comprehensive Administrative Review (CAR).
- This year SRG will combine retreat and years of service. Will create a Community-Building Committee to support staff community-building in the COE.
- SRG is considering starting a COE team for the Fit for Fall challenge with Faculty Senate for all members of COE to participate—will be in COEfyi on Friday.

**Community Building Next Steps** – Denise Spangler

- Possibility of seeing “The Hate U Give” at Cine or a local cinema. Anneliese is looking into movie theaters.
- COE survey Denise solicited when she became dean had suggestions about departments and units holding an event on their floor. Other options might be events within or outside
of the college (e.g., SRG hosting coffee/cookies on your floor, gathering at a local restaurant or other external venue, dress-up for Homecoming week, going to see the Homecoming parade together). She asked unit leaders to think about events for the college and for their units and to share their ideas.