



COFAC Dean's Council Meeting

AGENDA

Thursday, February 6th, 2025, Room 110 and/or zoom.

1:00pm-3:00pm

- I. Continuing Education: Anne Rogalski
- II. Advancement: Mitch DeSantis
 - a. Scholarship charters
 - b. Recap of last week's donor meetings
 - c. New declaration of intent from a donor
 - d. Broadway memorabilia donation
 - e. Sponsorship template
 - f. Curiosities on Pointer Studios
 - g. Thank View event updates
 - h. Donations for promotional swag
- III. IT: Ihor Bardachiwski
- IV. Marketing: Bobbie Erwin
 - a. Reminder that slate information and student scholarship recipient names are due by Friday, Feb 14 from all areas for use in Day of Giving, Slate emails, marketing materials, and possible newsletter content (list is on the last page of the Slate report from January meeting).
 - b. UCM will no longer be printing the Campus Guides – they are now pointing interested potential students/parents to the Virtual Tour:
<https://stevenspoint.oncampustour.com>
 - c. New display booth (black carpet backdrop with table) and COFAC fabric logo pop-up wall is available for checkout
- V. Dean's Office: Monique Gambrell (not in attendance)
 - a. Event submission/EMS
- VI. Budget Planning Office: Troy Durkee
- VII. Academic/Program Units:
 - a. Aber Suzuki Center: Ann Marie Novak
 - b. School of Design & Communication: Stuart Morris
 - c. Music: Matt Buchman
 - d. Theatre & Dance: Michael Estanich
- VIII. College & University Business: Valerie Cisler
 - a. ATP Transitions: Summer Hiring
 - b. Open Resource (electronic access books)
 - c. Retention Summit (one rep. from each unit), Feb 14
 - d. Building Monitor PD
 - e. NFAC (Lot E Door Access)
 - f. Class Scheduling: Fall 2025; Spring 2026-Spring 2029 (CCC)
 - g. Annual Performance Review Ratings (due 2/14)
 - h. Other