



# Community Advisory Council Meeting Agenda

**September 18, 2024, 12-3pm**

**You can join this meeting in person, or via Zoom.**

- Contact Jesse Suter (802-656-1130 or [jesse.suter@uvm.edu](mailto:jesse.suter@uvm.edu)) by 9/13.
- Zoom, use this link: [Join using Zoom.](#)

**You need these documents for the meeting:**

- This agenda.
- June draft minutes.
- CDCI plan for this year
- [CAC Group Agreement](#)

## Agenda Summary

12:00-12:20	Welcome!
12:20-1:00	Co-chair and council member updates and votes.
1:00-1:15	CDCI plan for this year overview
1:15-1:30	Break
1:30-1:45	Academics plan
1:45-2:00	Community service plan
2:00-2:15	Research plan
2:15-2:30	Communication plan
2:30-2:50	Open feedback
2:50-3:00	Public comment and discuss how meeting went

## Detailed Agenda

### 12:00-12:15 Welcome. (DAVID)

- The meeting will begin at noon.
- Please say your name and your pronouns. You are invited to share something that has happened since the last meeting.
- **VOTE: Do you approve minutes from June meeting?**

### 12:15-12:20 Review agenda. (DAVID)

Today we will focus on:

1. Council membership.
  - a. Nominating and electing new co-chairs.
  - b. Nominating and electing new council members.
2. CDCI Plan for the year is the biggest topic.
  - a. Core function coordinators will share work we did.
  - b. Jesse will share plans for 50<sup>th</sup> Anniversary Celebration on 11/14.
  - c. Council members should ask questions and give feedback.

### 12:20 – 12:40 CAC Co-Chairs (JESSE)

Need to elect new co-chairs. David and Mel have each served for 2 years. Thank you so much for your service!

- One co-chair should be a person with a disability.
- Other co-chair should be a family member.
- Council members should make nominations then
- **VOTE: For two co-chair positions.**

### 12:40 – 1:00 Council Membership (Membership Committee)

Membership committee will share updates about CAC applicants.

- Membership committee interviewed a few applicants.
- Committee will introduce applicants.

- CAC members should ask questions.
- **VOTE: For New CAC members.**

## **1:00 – 1:15 CDCI Plan for Year Introduction (JESSE)**

Jesse will introduce the CDCI plan for this year.

- This year we celebrate CDCI's 50<sup>th</sup> Anniversary.
  - The CYCLES art exhibit will be at CDCI from early November through December.
  - On November 14<sup>th</sup> there will be an afternoon conference (3:00-5:00) and an evening reception (5:00-6:30).
  - CAC members are invited to all events.
- Next core function coordinators will share goals and plans for this year.
- CAC members should ask questions and make recommendations.
- After we finish Academics, Service, Research, and Communication there will be 10 more minutes for open feedback.

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## **1:15 – 1:30 Break**

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## **1:30 – 1:45 Academics Plan for This Year (WINNIE)**

Winnie will lead discussion on academics this year.

## **1:45 – 2:00 Service Plan for This Year (JESSE & MAUREEN)**

Jesse and Maureen will lead discussion on service this year.

## **2:00 – 2:15 Research Plan for This Year (JESSE)**

Jesse will lead discussion on research this year.

## **2:15 – 2:30 Communication Plan for This Year (AUDREY)**

Audrey will lead discussion on communication this year.

## **2:30 – 2:50 Open Feedback on Plan for This Year (DAVID)**

- CAC members ask questions and give feedback on any part of CDCI's plan.
- This is also opportunity to share ideas for how CAC and Center can work together better this year.

## **2:50-3:00 Process Meeting**

- Members of the public are welcome to make a brief statement.
- CAC members discuss how the meeting went today.
- Decide what we should change for next meeting.

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**At 3pm, the meeting will be over.**

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**Thank you for your time. We appreciate you.**