**Communications Steering Committee**

Meeting Minutes

***March 6, 2023***

1. **Roll:** (Nan) Antoinette Stroup, Ann Marie Hill, Carol McClure, Dan Curran, Monica Thornton, Lihua Liu, Lori Swain, Chandrika Rao, Tyler Scott, Jennifer Kachajian, Lynn Giljahn, Karen Knight

**Guest:** Janet Celosia

1. **GLC communications report (Janet Celosia)**

All comments from committee members were forwarded to Janet and will be discussed today. Janet understands the report is a lot to digest but work will now begin on breaking the report down and focus on ways to improve the NAACCR Narrative. The ultimate goal is to increase engagement with members and improve communications.

* **NAACCR Narrative**GLC team met with Narrative team to discuss layout and structural improvements and integration with NAACCReview Blog. Would like to consolidate platforms and make content easier to find. Janet gave an overview of strengths, weaknesses, opportunities and threats.
  + **What improvements would you prioritize?**
    - Need to define the mission of the Narrative
    - Include information from listservs
    - Redesign landing page and article layout
    - Define roles and responsibilities and formalize work process
      * Nan shared some slides regarding the logistical aspect of proposed roles and responsibilities the GLC report laid out. Many agreed with Nan’s thoughts and appreciated the detail of what some of the difficult work ahead looks like.

1. **ACTIONS:**

* Send any feedback to Tyler or Nan and it will forward to GLC.

1. **Next call (1st Monday each month): April 3, 2023**