

**CAG agenda**

Friday, January 31, 2020

8:30–10:00 a.m.

201 Paresky

**Guests:**

Shannon O’Brien, Assistant Editor and Social Media Strategist, Office of Communications

Breanne Reilly, Administrative Coordinator, Williams Libraries

Carmen Whalen, Interim Director of the Davis Center and Interim Associate Dean for Institutional Diversity, Equity, and Inclusion, Carl W. Vogt '58 Professor of History

Agenda items are FYI/discussion. Votes or decisions only where indicated.

**Agenda**

*Communications/Editorial*

- 1. Spring magazine contents ..... Amy
- 2. Archives request for CAG [agendas and minutes](#) (consensus decision)..... Jim

*Branding and marketing*

- 3. Identity process update and timeline..... Jim, Meike
- 4. Show and tell: Recent projects.....Meike

*Alumni Relations*

- 5. Society of Alumni meeting ..... Jim, Brooks, Katherine
- 6. Bicentennial ..... Brooks

*Executive Communications*

- 7. Preview of Maud's upcoming speeches and publications ..... Jim

*Internal/campus communications*

- 8. Davis Center news ..... Carmen
- 9. Strategic Planning: Next phases and timeline..... Jim

*Web/IT*

10. OIT tabletop and continuity ..... Barron, Greg

*Crisis Communications*

11. Bus incident, tabletop, next priorities ..... Jim

*General News and Announcements*

12. Sustainability annual report ..... Mike, Caroline

13. Searches, new hires, Communications move..... Group

14. HR news..... Danielle

15. Claiming Williams ..... Carrie

16. New CAG members ..... Jim

The CAG charge can be found at <https://committees.williams.edu/cag/>.

**CAG Members, 2019–20**

Joellen Adae, Director of Communications, Williams College Museum of Art

Caroline Bruno '15, Sustainability Coordinator

Paula Consolini, Adam Falk Director of the Center for Learning in Action

Lisa Dorin, Deputy Director of Curatorial Affairs, Williams College Museum of Art

Mike Evans, Assistant Director, Zilkha Center for Environmental Initiatives

Brooks Foehl '88, Director of Alumni Relations

Keli Gail, Assistant to the President and Secretary of the College

Danielle Gonzalez, Director of Human Resources

Aaron Gordon, Director of Divisional Business Affairs, Office of Campus Life

Carrie Greene '84, Director of Commencement and Academic Events

Kate Heekin, Associate Director of Admission

Meike Kaan, Associate Vice President for Communications

Don Kjelleren, Director, Class of '68 Center for Career Exploration

Barron Koralesky, Chief Information Officer

Sulgi Lim '06, Director of Admission

Amy Lovett, Editorial Director

Jonathan Miller, Director of Libraries

Megan Morey, Vice President for College Relations

Katherine Myers, Development Communications Manager

Jim Reische, Chief Communications Officer (CAG chair)

Greg Shook, Director of Media Relations

Carl Strolle, Director of Web Strategy and Development  
Robert White, Director of Parent and Family Programs  
Gillian Wood, Assistant Director of Admission