

**CEC INTERNAL ADVISORY COMMITTEE
MEETING AGENDA: 2019-10-28**

Building Partner Representatives: Operation Youth Success (OYS) Debora Faga; Urban League of Nebraska – Jeffrey Williams (Co-Chair); Coalition Rx – Carey Pomykata; Omaha Public Library – Jody duRand; Service Learning Academy (SLA) - Julie Dierberger (ex-officio); A Time to Heal (ATTH) – Rebecca Vinton; Nonprofit Association of the Midlands (NAM) – Tracy Shutt; Metro Area Continuum of Care for the Homeless (MACCH) – Lisa Vukov; Campus Compact of the Great Plains – Mary Ryan; Urban Bird and Nature Alliance – Diana Failla; Metropolitan Omaha Education Consortium (MOEC) – Martha Bruckner; Inclusive Communities (IC) – Camellia Watkins; WELLCOM – Theresa Nelson

CEC Staff: Sara Woods, Robyn Loos, Annabelle Abisset

- I. Welcome/Introductions
- II. New Business
 - a. Discussion about changes to rent structure (included storage/fees (Sara))
 - i. Free parking spots, which have been part of CEC suite arrangements, will no longer be free. Also, the CEC will begin charging for storage space in the garage (but not in other CEC spaces in the building at the rate of \$.50/per square foot.
 - ii. Solutions will help the rent increases remain manageable
 - iii. Changes effective as of next set of leases
 - iv. Additional parking discussion:
 1. Suggestion to see if UNO still offers a ride-share option for those who park on campus (and possibly in the garage).
 2. Question about a drop-off zone – organizations are always able to drop off through Lot E
 - b. Discussion about data collection tool (Sara and Robyn)
 - i. See CEC Online Project Form Handout (on page
 - ii. Feedback to include the value of a project (in-kind value)
 - iii. Will send out a preview of the online form to internal advisory group for initial feedback of usability, clarity of information, missing information, etc.
 - c. Heads up on Strauss Phase II Construction (Sara)
 - i. A second phase of construction will likely start in spring 2020 (watch for updates in the Weekly)

- d. UNO/CEC Application (Sara)
 - i. For UNO-based organizations only
 - ii. Will remain 70% community and 30% UNO
- III. Old Business
 - a. CEC 3.0 Lease update (Sara)
 - i. Encouraging organizations to submit in December instead of waiting until May 2020.
 - b. CEC Facebook page (Jeffrey)
 - i. Jeffrey feels the CEC Chat Room has supported Urban League in specific ways. Jeffrey is available for organizations who are looking for ways to use it.
- IV. Open Mic: issues, questions, etc.
 - a. Member reminder that if organizations are not going to use a room to please cancel.
 - b. Committee discussion about knowing availability can be found on our website here: <https://unoscheduling.nebraska.edu/BrowseForSpace.aspx>
 - c. Members suggested to create a shared drive for your organization and all its employees to view confirmations from CEC reservation team
 - d. New Space Application coming in November
 - e. Art vandalism – any new information? Youth and a supervising adult have been identified; repairs to paintings will take place soon.
- V. Heard around the building
 - a. A Time to Heal is leaving the CEC (last day Monday before Thanksgiving)
- VI. Items for next committee meeting?
 - a. Working to get UNO's Youth Safety Coordinator to talk about youth safety on campus and the process of having groups of Youth.
- VII. Announcements and celebration for good stuff
 - a. Curious People
 - i. October 29 at 6 P.M. in CEC 230/231
 - b. Heritage Meal
 - i. November 12 from 11:30 A.M. to 1 P.M. in CEC 116
 - c. Cookie Exchange and Ugly Sweater Contest
 - i. December 5 from 2:30 P.M. to 4:30 P.M. in CEC 218

Upcoming Advisory Committee Meetings:

- January 27
- April 27
- July 27
- October 26

(All meetings are at 11:30 a.m. in the Marian Ivers Board Room 128.)

CEC Online Project Form
CEC Internal Advisory Committee Meeting Handout
2019-10-28

Why?

- We are seeing increased expectations (internal and external) for more routine reporting
- Feedback from focus groups and early 3.0 submitters asked for easier/more timely reporting methods
- 2.0/3.0 reports providing data that is too important to wait 3 years to get!
- Online forms would both standardize and simplify reporting
- This approach would enhance the CEC's ability to facilitate connections between partners and to UNO resources
- We can increase understanding of CEC's contribution to community engagement at UNO and how our building partners contribute to the CEC and UNO, which helps us keep rent affordable for our partners and our services more accessible.

What do we envision?

- An online form (for CEC community building partners) to submit projects/activities that involve UNO as a partner, as well as other collaborative activities
- Would minimally be an annual requirement for all building partner organizations
- Minimal required information per activity, multiple pulldowns
- It would include optional fields for partners to provide additional information/links
- Will not replace the current 2.0 or 3.0 reapplication process (although it would in the future)
- Will not replace annual "catch-up" meetings with Heike but support those conversations

Questions for advisory committee members

- We envision an annual due date but data input timing (monthly, quarterly, after each event) would be up to the partner. Is that feasible?
- Are there other ways an online form could be useful for partner purposes?
- Is anyone interested in participating in testing/reviewing this form and providing feedback?
- What can we do to increase the likelihood of partner buy-in?
- What other feedback do you have that we need to consider?