

SE Michigan Collaborative Meeting

January 30, 2009

University of Michigan – Detroit Campus

Meeting Minutes

Attendees: Elizabeth Barton (WSU), Judith Richmond and Karen McKnight Casey (MSU), Caroline Sanders and Peggy Harless (EMU), Craig Register and Shoshana Hurand (UM-Ann Arbor), Rose DeSloover and Liz DiDonna (Marygrove), and Chris Jensen (Oakland), Tom Coyne (Madonna).

- I. Welcome and Introductions: Craig discussed the UM-Detroit Center and its history. Craig offered the space, when possible, to community organizations.
- II. Review of Google data. Currently the site has 84 entries. **Craig will look into how to allow all collaborative members access to the spreadsheet information without a gmail account and will check the google list with the list of participants receiving meeting notices.** Group developed strategies for increasing the number of entries in the database. The following strategies were created:
 - a. **Craig will review the database each week and will send an information note to all group members each week highlighting the total number of entries and the link for submission.**
 - b. **Elizabeth offered to support data entry. Data must be faxed or emailed to her so that her staff may input information.**
- III. Collaborative Goal Setting (tabled until later in the meeting).
- IV. Nonprofit Superconference Exhibitor Space

Group agreed to participate in the Superconference as exhibitors. Attendees discussed the need to highlight the work of the collaborative through the development of a poster-like presentation. Judith, Craig, Peggy, and Elizabeth agreed to attend the event in some capacity and “man” the table. **A subcommittee was created to create a display board for the conference. Judith, Chris, and Rose agree to participate.**
- V. Institute Roundtable

The Collaborative will have approximately 20 minutes at the Service Institute. Karen requested at least 2 lines from each partner as to **why the collaborative is important personally and for their respective institution. These must be emailed to E. Barton at ac2913@wayne.edu on or before February 9, 2009.**
- VI. Collaborative Development opportunities

The group discussed writing a Learn and Serve grant for this cycle, due March 26. Group agreed to apply. A subcommittee was created and includes Elizabeth, Kevin, Craig, Karen, and Peggy. As an element of this proposal, the group will finishing drafting the goals document. **Each institution representative is to write a paragraph about how the collaborative will benefit their university. Paragraphs must be sent to E. Barton at ac2913@wayne.edu by Feb. 9, 2009.**

VII. Next meeting will be held on February 27, 2009 from 9-11 am at the Eastern – Detroit Campus (Northwest Activities Building). **Caroline will forward directions and other pertinent information to E. Barton for dissemination.**

IMPORTANT DEADLINES

February 9, 2009 **Submit a minimum of 1 paragraph outlining how the SE Collaborative will benefit your home institution in the future. Submit to ac2913@wayne.edu**

February 9, 2009 **Submit a reflective quote about the collaborative and how your involvement has affected your work personally and/or how it will affect your work in the future. Submit to ac2913@wayne.edu**

February 12, 2009 **Google site data submission.**