



## New Committee Officers and Key Contacts September 1, 2022 – August 31, 2023

Committee Name	Communications	Submission Contact Name:	Latasha Ford
Chair	Latasha Ford, Fort Valley State, fordl@fvsu.edu	Submission Contact E-mail	fordl@fvsu.edu
Vice-Chair	Elizabeth Gregory North, Mississippi State, elizabeth.north@msstate.edu	Submission Contact Phone	478-825-4307
Secretary	Erica Shambley, Virginia State, eshambley@vsu.edu	Date of Submission	Aug. 24, 2023
PLC Representative 1862	Lyndall Stout, Oklahoma State, lyndall.stout@okstate.edu	PLC Representative 1890	Michelle Burchett, Virginia State, mburchett@vsu.edu
1862 Advisor	Dr. Mike Gutter, Virginia Cooperative Extension, msgutter@vt.edu	1890 Advisor	Dr. Mark Latimore Jr., Fort Valley State latimorm@fvsu.edu

## Annual Plan of Work September 1, 2022 – August 31, 2023

Item to Accomplish	Responsibility (Names of people assigned to item)	Key Contact (Person who will serve as a key contact for item)	Goal Date (Anticipated completion date)	Completion Date (to be filled in when completed)
Update communications webpage on SR-PLN website.	Zeke Barlow, Latasha Ford	Dawn Anticole White	November 2022	March 2023
Collaborate with the Information Technology (IT) Committee to explore the development of resources and training on best practices for digital delivery and examples of technology resources to assist with accessibility (ADA) and 508 compliance.	Tracy Courage, ChaNae' Bradley, Tobie Blanchard, Latasha Ford	Tracy Courage	August 2023	June 2023

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Impact video training has been developed, and we will continue to expand on the train-the-trainer workshops for writing and using impact statements including using the National Land-grant Impact Database (landgrantimpact.org).	Frankie Gould, Latasha Ford, Pascale Mondesir, Tobie Blanchard	Frankie Gould	July 2023	August 2023
Build out the communications curricula modules into final slide decks (Curricula Project).	All committee members with module leads: Branding – Elizabeth North Marketing Local Programs – TBD Social Media –Tucker Wilson Writing – Dawn Anticole White Media Relations – Hayley Pierce	Elizabeth Gregory North/Dawn Anticole White	August 2023	Branding Completed - August 2023; Ongoing
Research and recommend best practices for open and live captioning.	Lyndall Stout, Erica Shambley, Chris Elam, Pascale Mondesir, Jalen Williams	Lyndall Stout	February 2023	May 2023

Quarterly Conference Call Schedule: (Dates/Times – Please indicate time zone) 1 p.m. CST/2 p.m. EST

Nov. 10, 2022; Feb. 9, 2023; May 11, 2023; July 13, 2023