

To: President's Cabinet  
From: Denise M. Trauth  
Subject: President's Cabinet Meeting  
January 28, 2019

### **Bulk Email Infrastructure Strategy (#754)**

Mr. Pierce continued the discussion around infrastructure and technology tools to support delivery of bulk email internal and external to campus. Information Technology is working on Internal Do.It.Yourself (DIY), a web application that allows faculty or staff members to upload a .CSV file and create an autogenerated temporary distribution list that can be used to send email internally by a specified user within a specified timeframe. Mr. Pierce discussed the differences between an internal and external DIY, and the external DIY is significantly costlier than the internal DIY. Cabinet members asked Mr. Pierce to return to a future cabinet meeting with a cost estimate for different internal communications tools.

**RTA: 2/19/19 Guest: Ms. Sandy Pantlik Continue the discussion around infrastructure and technology tools to support delivery of bulk email internal and external to campus.**

### **Student Representatives on University Committees**

Dr. Smith discussed student representation on university committees. Cabinet members approved the changes. Dr. Smith will notify each committee chair and work with Ms. Patricia Prado to identify the appropriate UPPS's that need to be updated.

### **External Speakers Using University Facilities Policy (#743)**

Dr. Smith reviewed the revised draft version of the request form that accompanies UPPS 07.04.04, External Speakers Using University Facilities Policy. Cabinet members provided additional suggestions and approved the new form once the changes are made. Mr. Pierce will convert the form into an electronic form.

### **President's Update (#556)**

President Trauth discussed the President's Corner in an upcoming edition of TXST Connections. Cabinet members asked that Ms. Pantlik develop and distribute a policy for submitting articles to TXST Connections.

**RTA: 2/19/19 TXST Connections Provide an update on the process to submit news ideas to TXST Connections.**

**Significant Issues (#01)**

Dr. Weigum provided an update on her presidential fellow project.

Dr. Lloyd discussed delineation of duties among key leaders in Texas State's diversity and inclusion efforts. Dr. Lloyd has had two separate meetings, one with Ms. Ameerah McBride, Dr. Scott Bowman, Provost Bourgeois, and Dr. Debbie Thorne and another with Ms. McBride, Dr. Sherri Benn, and Dr. Smith to clarify Ms. McBride's, Dr. Bowman's, and Dr. Benn's respective roles in leading the diversity and inclusion initiatives. From these meetings, it was clear that the university community needs to be better informed about each of their roles.

DMT:ta

Posted to web at <http://cabinet.president.txstate.edu/> March 22, 2019.