1. Announcements

- **Video Event Capture (Todd Wilson)** - As many of you are already aware, ATLAS is no longer offering event capturing (usually a single-camera video of a special speaker, graduation exercise, etc) as a chargeback service to the campus. Both CITES, whose Digital Media Services unit is now under the direction of Drew MacGregor (macgregr@illinois.edu), and our (Public Affairs) Video Services Unit are trying to pick up some of the event capture work while both continuing our primary work (promotional and marketing videos, in our case) and working out a permanent solution to propose to administrators.

- **Naturally Illinois Expo (Libby Johnston)** – The 2013 Expo will be held Friday and Saturday, March 8-9. There will be exhibits, demonstrations and hands-on activities of interest to families, teachers and students of all levels. Learn more at [http://prairie.illinois.edu/expo](http://prairie.illinois.edu/expo)

- **Illinois Gift Boxes (Robin Kaler)** – Robin is working with a student intern on capturing Illinois “brag points” that correlate to a variety of items that can be custom-ordered for special Illinois gift boxes. Payel Shukla may be contacting several of you for assistance with this project and to highlight your college/unit.

- **Web Services Update** – (Julie McMahon) – Web Services has completely changed the process for how groups of people listed in the campus web directory are managed in the Profile Editor. The process has been simplified: now when you edit a service or department listing and go to the People tab, you can simply create or edit a listing through a group in the Group Manager. That's it. Web Services refreshes this listing, each morning, to find any changes you make to groups within the Group Manager. View the full announcement about this change [here](#).

- **Images for new Illinois in a Box Banners (Chris Harris)** – Jaclyn Banister seeks suggestions and images for new campus banners to be loaned to units via Illinois in a Box. Please contact Jaclyn at 333-5010 or [jaclynb@illinois.edu](mailto:jaclynb@illinois.edu) by Friday, February 15.

2. New campus video – (Chris and Anne Lukeman) – Public Affairs is developing a new, general purpose, “campus overview” video and is looking for brag points, impressive statistics, or notable stories for inclusion. We encourage units to submit items of both historical and current/future significance. Submit items using the survey at [https://illinois.edu/fb/sec/6551492](https://illinois.edu/fb/sec/6551492) or contact Chris Lukeman at [jlukeman@illinois.edu](mailto:jlukeman@illinois.edu) for more information.

3. **CITES accessibility resources (Brian Mertz)** – Brian gave an overview on digital accessibility and its importance in higher education. If you need assistance or counsel in this area, please feel free to contact Brian and his colleagues at [itaccessibility@illinois.edu](mailto:itaccessibility@illinois.edu) or visit their newly developed website at [http://itaccessibility.illinois.edu](http://itaccessibility.illinois.edu)
4. Question of the Month: What’s your best tip for keeping email from controlling your day?

5. Information needs? (Robin) – Let us know any topics on which you need FAQs, talkpoints, etc.

6. Office of Advancement (Don Kojich) – The scholarship initiative is well on its way to the $100 million goal, having raised $69.1 million thus far.

7. Illinois Alumni story ideas (Hugh Cook) – Hugh “virtually” introduced the UIAA new assistant editor for Illinois Alumni Magazine, Debbie Cassel, who will be based in Chicago but on the Urbana campus quite often. We will likely meet Debbie in person at the March meeting.

8. University Administration Review (Jason Kosovski) – No report

9. Office of University Relations (Ginny Hudak-David) – Thanks to all who submitted items for the annual report, which is currently in production.

10. Other

- Public Affairs and the Department of Journalism are pleased to host a special speaker event, “Dear Chicago Q & A” featuring Carol Fisher Saller, UI alumna and of University of Chicago Press editor. Come hear her wit and wisdom about how to communicate clearly for the sake of the reader as she offers an entertaining and enlightening riff on the author/editor dynamic, grammar, style and human nature. Learn more and register at http://go.illinois.edu/dearchicago