

Improving Communication at IU TDCD

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onboarding of tasks and a place where these guidelines live so that I am not always asking Cindi (and getting different answers)

a clear governance document that addresses role of Area Head and Directors

Accessible communication distribution list available for anyone looking to communicate with a particular group (e.g. production lists, area faculty)

A suggested format about what area meetings are for and who gets to lead them, contribute. Are there agendas, who is accountable?

A central resource that includes how to use the resource, how to contribute to it, and what it contains.

Clearer explanation to the rest of the department about what my job actually is and is not.

Consistency of communication--calendar invites for events versus just mentioning them

what are faculty meetings for? Can they be used for working on tasks collectively?

If there's any frustrations. within a department caused by another, it would be helpful to know if there's negativity surrounding a belief system. Need to work out difficulties!

How to share information to campus media outlets?
