

**Draft SOE Meeting Agenda
January 04, 2022**

**Zoom Details/Links: Join Zoom Meeting <https://washington.zoom.us/j/91907771597>
Meeting ID: 919 0777 1597**

Announcements & Committee Updates: If these do not require action/vote or discussion, place them in the [SOE Announcements & Committee Updates](#) document which is accessible to SOE faculty and staff all year. If you still want to share information/updates at SOE meetings, please let Angela know 1-2 weeks before the next meeting, or as soon as possible so she can add you to the agenda.

**AGENDA/MEETING FACILITATOR: *Julia Aguirre*
MINUTE-TAKER: *Rachel Endo***

Topic	Time/Who	Outcomes	Comments/Asks
Welcome & Land Acknowledgement, Meditation	9:00-9:10 am Julia		Meditation https://www.youtube.com/watch?v=qd1NbRD4SWg
Working Agreements	9:10-9:15 Julia/Rachel	Review feedback from prior meetings; encourage critical reflection on own behaviors and impacts to others	Agenda may need to shift to address evolving needs
Checking In- Week 1 (have group vote)	9:15-9:30 All (Julia/Rachel)	Time for everyone to connect Week 1/UW guidance and Q&A	Possible prompts (2-3 minutes/person): <ol style="list-style-type: none"> 1. Something fulfilling you did over winter break 2. Something you look forward to this winter 2022 quarter
SEM/Recruitment	9:30-9:45 (Ashley, Liz, Rachel)	Dean discusses SEM status and priorities; Advising Team to share final recruitment needs (Q&A)	Review yield data sent ahead before meeting- bring questions to meeting (or send afterward to Advising Team)
Office of the Dean	9:45-10:15	AA/R&R Search timeline	Share timeline for AA/R&R Search

AA/R&R Search (Liz & Kurt) Budget Information & New Processes	(Liz/Kurt) (Rachel, Donna, SOE FC)	Dean will share UWT incremental budget request/faculty requests and timeline; SOE FC plans for engagement- time for Q&A	Read FY 2023 Budget primer: come to the meeting with questions (or send to Dean afterward) January 11 and 25 Faculty Council meetings will discuss budget (9-10:30am)
Break	10:15-10:30		
New course and course change proposals	10:30-10:40 Laura	SOE review of 3 new course & course change proposals (Jan 4-11). Faculty vote Jan 13-19. APCC by Jan 26.	See folder containing one course change proposal and two new course proposals for AU 2022.
Anti-Racism PD Exploring DEI terms	10:40-11:30 Robin, Julia, Laura	Develop a working understanding of terminology connected to the equity mapping work among SOE colleagues.	https://www.racialequitytools.org/glossary • Identify 5-10 terms that connect to the equity mapping work. • Bring to meeting to discuss in small groups • Develop a working shared understanding of what these terms could mean.
Equity Mapping	11:30-Noon Julia, Laura, Robin	Forward progress on answering Equity Mapping questions in heart work teams.	20 minutes for heartwork teams 10 minutes for sharing updates or recommendations (we may need to do this by e-bulletin due to timing)
			Please take the Feedback Survey

Zoom/Virtual Meeting Etiquette Reminders:

- *Our meetings are still subject to OPMA. Members of the public may be on this Zoom meeting. They will be excused if/when confidential matters related to personnel or students are discussed.*
- *The SOE meetings will be set-up with a waiting room. There will be several zoom hosts identified and one of them will let you into the meeting as quickly as possible.*
- *Ensure that your audio/microphone and video are functional prior to the meeting.*

- *Please mute yourself when you log on - this will improve the sound quality by reducing background noise.*
- *If you have questions during the meeting, please submit them by the chat box or raise your “hand”) We will assign someone to monitor the chat box during the meeting to ensure questions are addressed.*

SOE Working Agreements:

1. Address controversy with civility and intellectual humility

- *Value knowledge and a commitment to ongoing growth and learning*
Own your own intentions and impact
- *Lead with listening; seek to understand*
- *Show that you value another’s position/perspective*

2. Challenge by choice

- *Use reflection and intention when opting for silence*
- *Be mindful of your own participation*
- *Ask hard questions respectfully*
- *Confront constructively, without assumptions of ill intent*

3. Demonstrate respect

- *Allow others to finish their thoughts/message before introducing yours (or ask them if you can interject)*
- *Be gracious when speaking about colleagues in the community*
- *Allow space for, and encourage all voices*