

**Draft SOE Meeting Agenda
February 01, 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 e-bulletin 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: *Matthew Weinstein*
MINUTE-TAKER: *Rachel Endo- I need a backup*

Topic	Time/Who	Outcomes	Comments/Asks
Welcome & Land Acknowledgement, Meditation	9:00-9:10 am Matthew	Ground our work in relation to where we are situated	Meditation 3-Minute Grounding Meditation
Working Agreements	9:10-9:15 SOE Faculty Council/Matthew	Review feedback from prior meetings; encourage critical reflection on own behaviors and impacts to others	<ol style="list-style-type: none"> 1. <i>Ongoing Reflection Question- What are ways we could continue to build community/support each other during these challenging times?</i> 2. <i>Need meeting facilitators- March, April, June...</i>
Checking In- Week 1 (have group vote)	9:15-9:30 All (Rachel will manage breakouts)	Time for everyone to connect	Possible prompts (2-3 minutes/person): <ol style="list-style-type: none"> 1. Winter 2022 quarter instructional challenges, wins, etc. 2. <i>What are ways we could continue to build community/support each other during these challenging times?</i> 3. Any personal or professional share-outs if you want to share
Office of the Dean-brief share-outs	9:30 a.m.-10:15 a.m.	Rachel- framing remarks/important share-outs	Read the UWT budget primer if you haven't already.

<p>FY 2023 Budget & Personnel Planning</p>		<p>Discuss budget process (Rachel)/personnel requests (faculty directors' initial recommendations) and planning ahead for unfunded requests; back-map timeline</p> <p>Cut 1: faculty line requests (from faculty directors)- Julia, Kurt, Laura, Robin</p> <p>Q&A</p>	<p>Phase 2 - First cut of SOE needs. Directors met to discuss the needs of the programs. Common theme of needs</p> <ol style="list-style-type: none"> 1. Research 2. Literacy <p>Identified potential courses that PTLs or New Faculty can teach</p> <p>If you have questions/further considerations please connect with Matthew. Next Faculty Council Meeting 2/8 @ 9:00am</p> <p>Goal is to share out final draft budget at March meeting</p> <p>Staff (advisor) cost sharing conversation share with SIAS for advisor for BA program.</p> <p>Reminder - to read the Budget Primer (quick read).</p>
<p>Break</p>	<p>10:15-10:30</p>		
<p>MEd Program Changes (Laura & MEd faculty)</p>	<p>10:30 a.m.-10:50 a.m.</p>	<p>Understand a new model for our M.Ed. program for Practicing Educators. Introduce and discuss the proposed model, with an e vote to follow: e vote link</p>	<p>See proposed model with comments and considerations. You are invited to add your thoughts & suggestions prior to, during, and after the meeting.</p> <p>Proposal to change the structure because of change in the population being served.</p> <p>Laura presented changes: Want to create something less complicated; more ease and simplicity. Currently 5 study options, some with very similar courses that are not meeting the needs of everyone.</p>

			<p>Additional courses being offered or haven't been offered in a long time. That will be coming back for Ed.S. that can be also offered in M.Ed.</p> <p>To give students more degree of freedom when choosing courses. Will help with financial aid - for those who have been short credits.</p>
New courses & course change proposals (Laura)	10:50-11:00	Share information about training for UW Curriculum Management (Kuali). Identify individuals interested in receiving training.	<p>https://registrar.washington.edu/curriculum/guides/</p> <p>Partnership between faculty/staff to learn more about the system.</p> <p>Next step: Laura & Donna will work with Scott (UW Curriculum Office) on a training opportunity.</p>
Reserve for pending issues	11:00 a.m.-11:15 a.m.		<p>New advisor hire: Potential areas - Ed Admin and M.Ed. for Practicing Educators. Ed will continue to work with the TCP certification Tentative start date: Feb 7</p> <p>NAE Friendly reminder - Finalist will be on 15th, 16th and 23rd of February. Outlook invites have been sent. Hope to see everyone there.</p> <p>EC Update - Kathy reported on responses to SOE questions about DL/Hybrid policy. She posted on the e-bulletin for committee announcements. Also that I will be sending out another document with a request for feedback.</p> <p>Class C Legislation Send to the Dean's highlights Faculty of Color and Women.</p>

			Kathy will send out with more information.
Equity Mapping	11:15 a.m.- Julia, Laura, Robin	Finish our work within the focal area of students: Share our updates, actions & recommendations with the larger group. Gain an understanding of what other groups recommend. Introduce the next focal area: Staff & Faculty.	https://drive.google.com/drive/folders/1fEQP-b8T1EJDyUHhAAf09Njy1PnaN50r?usp=sharing
Adjourn			Upcoming Facilitators: March - Gordon April - Robin May - Laura June - Kawena
			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*