

**SOE School Wide Meeting
 Agenda (DRAFT)**

October 3, 2023

In Person: Jane Russell Commons (William Phillip Hall)

Zoom Details/Links: Join Zoom Meeting

<https://washington.zoom.us/j/94813311413> [washington.zoo m.us]

Meeting ID: 948 133 11413

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 Rachel/Donna know 1-2 weeks before the next meeting, or as soon as possible.

AGENDA/MEETING FACILITATOR: Matthew Weinstein, Professor

MINUTE-TAKER: Donna Braboy

Topic	Time/Who	Outcomes	Comments/Asks
Welcome & Land Acknowledgement	9:00a-9:10a	Ground our work in relation to where we are situated	Acknowledge and reflect on Indigenous connections and make a commitment to action/self-learning http://puyallup-tribe.com/ourtribe/Land%20Acknowledgement.php
Working Agreements- Refresh/Refine	9:10 a-9:45a	Review UW/T resources on conflict resolution Review feedback from AY 2022-2023; encourage critical reflection on own behaviors and impacts to others- "What are ways to re/tweak our agreements 2.0?"	

		Graffiti board instructions	
SOE Business and Governance Committees	9:45 a.m.-10:15 a.m.		
<i>Reminders about OPMA (Endo)</i>	9:45 a.m.-10:15 a.m.	Ensure all faculty/staff are aware of relevant policies/procedures of Open Public Meeting Act/Records Retention; responsibilities & roles	
<i>Collegial/Peer Evals</i>			
<i>R&R Matrix/Governance (Office of the Dean)</i>		Ensure faculty/staff are aware of HUB ticketing system	
<i>SOE Hub (Braboy)</i>			
<i>UW 10-Year Review in Spring 2024 (Endo, Armijo, Hamilton)</i>		Ensure everyone's aware of the expectations of the 10-year review process, starting from self-study and document collection	
Break	10:15 a.m.-10:30 a.m.		
SOE Business and Governance Committees Continued	10:30 a.m.-11:00 a.m.		
	10:30 a.m.-10:40 a.m. EdD Faculty Director Search (C. Knaus)		
	Governance (5 minutes/each- may pass):		
	1. Kurt Hatch (Executive Council rep)		
	2. Laura Feuerborn (APCC rep)		

	3. Matthew Weinstein (APT) As time permits, revisit faculty workload and/or working agreements		
Student Support services w/ Mentha Hynes-Wilson	11:30a - 11:45a		
Adjourn	Noon		
Upcoming Facilitators: November: TBA December: TBA			
Please take the Feedback Survey (Google Form)			

Zoom/Virtual Meeting Etiquette Reminders

- *Our meetings are still subject to OPMA. Members of the public may be at 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*