

SOE Meeting Agenda - DRAFT

Tuesday, November 3, 2020 / 9:00 a.m. – 12:00 pm.

Zoom Link: <https://washington.zoom.us/j/91907771597>

[Link to 2020-2021 SOE Meeting Folders](#)

Announcements & Committee Updates: If these do not require action/vote or discussion, please place in the [2020-2021 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 Cindy know 1-2 weeks before the next meeting, or as soon as possible so she can add you to the agenda.

[Link to Catalyst for Anonymous Feedback Anytime](#)

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 department 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. If you wish to not appear on video, you should join using audio only or cover your camera.*
- *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*

AGENDA/MEETING FACILITATOR: Julia Aguirre

Topic	Time/Who	Outcomes	Comments/Asks
Welcome, Land Acknowledgement, Mindfulness Meditation	5-10 min Julia		
Working Agreements & Feedback from Last Mtg	15 min Working Agreements Team (Lynn, Laura, Rob)		
Budget Updates, Q&A	10-15 min Rachel & Cindy	Update SoE team on budget related issues and activities	See supporting documents in the Budget Documents folder
Committee Updates: <ul style="list-style-type: none"> Executive Faculty Council (<i>pending confirmation</i>) REJC 	10-15 min Kathy Robin	Provide requests or action items	
BRIEF BREAK	5 MINUTES		
Data Dive: Ed Admin Program	Up to 45 min Rob		
BRIEF BREAK	5-10 MINUTES (as time & agenda allows)		
Activity - Racial Healing Handbook	Up to 60 min Robin		Please read Chapter 3 - Learn the History of Racism prior to the meeting: UW Library e-book Link
Mtg Wrap up	Julia		Feedback Survey Dec. Mtg: Please read Chapter 4 - Grieve and Name Racism in the Racial Healing Handbook