

Institutional Equity Plan (2018-2019)

Meeting Agenda

NAME OF COUNCIL/TEAM: Institutional Equity Plan (2018-2019)

OBJECTIVE OF MEETING: Equity Plan creation process

DATE: 09/24/2018
TIME: 3pm-5pm

LOCATION/ROOM #: Submarine
CALL-IN NUMBER:
CALL-IN CODE:

FACILITATOR(S): Joshua Moon Johnson and Pam Chao

TIMEKEEPER:

ASSISTANT: Cesar Reyes

ATTENDEES:

SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):

UPDATES AND BRIEF REPORTS

Topic	Person(s) Responsible	Time Alloted
Check-Ins	All	15 min.

ACTION ITEMS:

Question	Person(s) Responsible	Time Allotted
Charter and 1. Hopes and Hope Nots 2. Expectations for each other 3. Roles of members, chairs, governing bodies. 4. Process for creating a plan 5. Outcomes we will produce 6. Timeline and action items 7. Resources for this year	Joshua Moon Johnson and Pam Chao	45 min.

DISCUSSION ITEMS:

Question	Person(s) Responsible	Time Allotted
B. Background on our Project C. Operationalizing definitions D. Meetings and meeting structure E. Town Hall Planning 10/26 F. Communication plan and transparency G. Next actions	Joshua Moon Johnson and Pam Chao	60 min.

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person
Town Hall Planning 10/26	Joshua Moon Johnson and Pam Chao

