

Institutional Equity Plan (2018-2019)

Meeting Agenda

NAME OF COUNCIL/TEAM: Institutional Equity Plan (2018-2019)		
OBJECTIVE OF MEETING: Analyzing Sub-Team & Debrief of Themes and Conclusions		
DATE: 01/26/2019 TIME: 12pm - 5pm	LOCATION/ROOM #: Hub Pong & 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 Allotted
Check-in, lunch, and review of agenda	Joshua Moon Johnson	15 min.
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Discuss Missing Themes, Organize/finalize themes, break/edit, format, and print themes	Joshua Moon Johnson	
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Discuss themes: What is missing? What might not seem to belong? Clarify and summarize each theme?	Joshua Moon Johnson	70 min.
Finalize Major themes; break into small groups; small groups create a theme overview: Title of theme/Issues Two-three sentence describing issues six to eight bulleted points further detailing sub-issues	Joshua Moon Johnson	45 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic	Contact Person	
Meet as larger group; smaller groups share back to larger group final comments and agree on themes and issues discuss process for creating recommendations and actions for each theme/issues	Joshua Moon Johnson	
OTHER INFORMATION:		

