Meeting Ground Rules

- Listen without interruption.
- Encourage full participation. Use inclusive communication methods.
- Help others see the implications of actions that are being discussed. Share your knowledge and experiences.
- Use Robert's Rules of Order to run the meetings.

AGENDA

1. Welcome and introductions
2. Review agenda
3. Approval of September 28, 2022 meeting minutes (attachment)
4. Team cohesion activity
5. Department climate letter (attachment)
6. Subcommittee planning for 2022-23 (refer to Google Doc)
   a. Communications
   b. Department planning
   c. Lunch and learn
   d. Recruitment and retention
   e. Revisions?
7. Plan for Dean Gillaspy visit to November 9 EDC meeting
8. Adjourn

Future Agenda Topics:

1. Assist with welcoming grad students and forming cohorts, especially with underrepresented students (see April 2019 minutes)
2. Equity, diversity, and inclusion in performance reviews
3. Student grievance processes

2022-23 meeting materials are located in Box at: https://uwmadison.app.box.com/folder/171926883272