

College of Engineering Committee Advocating for Staff Interests (CASI)

2023-2024 Team Agreements & CASI Mission Session

Wednesday, August 2, 2023

10:15 – 11:45 AM

Location: Mechanical Engineering Building, room 2180

Time	Topic
10:15 – 10:30 PM	Welcome & Introductions
10:30 – 11:15 PM	Team Agreements <ol style="list-style-type: none">1. What is the culture or atmosphere you want to create among the members of this committee?2. How do you want to be with one another when there is conflict or things get difficult?3. How will we know when we have these things? What specific behaviors are required to meet the above commitments?
11:15 – 11:40	Mission Development <p><i>*A mission statement is concise statement of why an organization exists</i></p> <ol style="list-style-type: none">1. Individually consider:<ul style="list-style-type: none">• What is CASI's purpose?• Who does CASI serve?• Who are we as a representative committee?2. Take individual answers into small groups and together develop a draft mission statement for CoE's CASI3. Team share out4. CASI mission development team

11:40 – 11:45 PM

Roadmap of work ahead together
Closing questions, comments
Adjourn

What is the culture or atmosphere you want to create among the members of this committee?

- To be welcoming and inclusive, everyone feels safe to share
- To be honest and transparent in discussing difficult issues with each other
- Having meaningful dialogue and robust conversation - we all practice speaking and listening
- Culture of optimism and positivity
- Engage creativity in approaching situations and processing through issues
- To be proactive in our actions, rather than reactive to what's happening around us
- Taking individual responsibility and action so things don't fall on just a few people
- Have fun together
- This is a two-way street where participation in CASI gives back to us all also
- Be open to individual concerns and issues while also viewing our work as a unique opportunity to positively impact CoE as a whole

How do you want to be with one another when things get difficult?

- Be understanding of others' opinions, experiences
- Be collaborative and open-minded in working through difficulties
- View having uncomfortable conversations as a learning experience.
- Remember and be willing to actively listen
- Create an environment of respect that allows us to be direct, open, and transparent. Respect is acknowledging and validating another and their views
- Acknowledge the difficulty, then try to truly understand what the difficulty about
- Recognize that we all are passionate about this work (otherwise we wouldn't be involved). Sometimes passion brings up strong feelings – but don't mistake strong for malicious.
- Extend grace and forgiveness: everyone has bad or off days