

# Institutional Equity Plan (2018-2019)

## Meeting Agenda

|                                                                                                                                                                                                            |                                                                                                |                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|-----------------------|
| <b>NAME OF COUNCIL/TEAM:</b> Institutional Equity Plan (2018-2019)                                                                                                                                         |                                                                                                |                       |
| <b>OBJECTIVE OF MEETING:</b> Analyzing Sub-Team & Debrief of Themes and Conclusions                                                                                                                        |                                                                                                |                       |
| <b>DATE:</b> 01/26/2019<br><b>TIME:</b> 12pm - 5pm                                                                                                                                                         | <b>LOCATION/ROOM #:</b> Hub Pong & Submarine<br><b>CALL-IN NUMBER:</b><br><b>CALL-IN CODE:</b> |                       |
| <b>FACILITATOR(S):</b> Joshua Moon Johnson and Pam Chao                                                                                                                                                    |                                                                                                |                       |
| <b>TIMEKEEPER:</b>                                                                                                                                                                                         |                                                                                                |                       |
| <b>ASSISTANT:</b> Cesar Reyes                                                                                                                                                                              |                                                                                                |                       |
| <b>ATTENDEES:</b>                                                                                                                                                                                          |                                                                                                |                       |
| <b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>                                                                                                                     |                                                                                                |                       |
|                                                                                                                                                                                                            |                                                                                                |                       |
| <b>UPDATES AND BRIEF REPORTS</b>                                                                                                                                                                           |                                                                                                |                       |
| <b>Topic</b>                                                                                                                                                                                               | <b>Person(s) Responsible</b>                                                                   | <b>Time Allotted</b>  |
| Check-in, lunch, and review of agenda                                                                                                                                                                      | Joshua Moon Johnson                                                                            | 15 min.               |
|                                                                                                                                                                                                            |                                                                                                |                       |
| <b>ACTION ITEMS:</b>                                                                                                                                                                                       |                                                                                                |                       |
| <b>Question</b>                                                                                                                                                                                            | <b>Person(s) Responsible</b>                                                                   | <b>Time Allotted</b>  |
| Discuss Missing Themes, Organize/finalize themes, break/edit, format, and print themes                                                                                                                     | Joshua Moon Johnson                                                                            |                       |
|                                                                                                                                                                                                            |                                                                                                |                       |
| <b>DISCUSSION ITEMS:</b>                                                                                                                                                                                   |                                                                                                |                       |
| <b>Question</b>                                                                                                                                                                                            | <b>Person(s) Responsible</b>                                                                   | <b>Time Allotted</b>  |
| 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.               |
| <b>ITEMS FOR FUTURE CONSIDERATION:</b>                                                                                                                                                                     |                                                                                                |                       |
| <b>Topic</b>                                                                                                                                                                                               |                                                                                                | <b>Contact Person</b> |
| 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   |
|                                                                                                                                                                                                            |                                                                                                |                       |
| <b>OTHER INFORMATION:</b>                                                                                                                                                                                  |                                                                                                |                       |

