

Chair's report

Sowjanya Gollapinni (UTK)

UEC meeting

October 13, 2017

Meeting Etiquette & Guidelines - I

1. **Raise hands:** Raise hands if you want to say something.
2. **Share the air.** If you have been dominating the discussion or participating disproportionately, let others participate. Alternatively, if you haven't said much, you are encouraged to participate more.
3. **Lean into discomfort.** Discussions about racism, sexism, heterosexism, cissexism, and ableism often require us to examine issues that we do not want to talk about. However, the most progress is often made by leaning into our own discomfort so that we are able to address what needs to be addressed.
4. **Use “both/and” rather than “either/or” thinking.** When confronting complex issues, the use of "either/or" thinking often oversimplifies situations and makes it more difficult to resolve conflicts. In contrast, "both/and" thinking allows us to recognize that truths are multifaceted and to come up with more options.
5. **Respect the preferred pronouns of others.**
6. **Recognize that intent \neq impact.** We can generally assume that nearly all of us are coming into this meeting with good intentions. However, sometimes we end up saying or doing something that is hurtful even when we have good intentions.

Meeting Etiquette & Guidelines - II

1. **Be aware of power dynamics in the room.** A frequent occurrence in discussions is that members of historically overrepresented groups often dominate the discussion. We should ask ourselves the questions: Who is talking the most? Who is asking the most questions?
2. **Speak to your own experience.** Using “I” or “we” statements often helps with avoiding generalizations and also the dynamic of explaining back to someone about their own oppressions they face.
3. **Be aware of intersectionality.** The most common practice in diversity efforts is to focus on a single dimension of identity. This approach leaves behind, for example, women of color who are impacted by the intersection of racism and sexism.
4. **Discuss the message, not the messenger.** Focus discussion and commentary on what is being spoken, not who is speaking. For example, identifying a statement as racist, rather than the person making the statement.
5. **Oops, ouch.** Part of having these conversations is messing up. If you say something that is hurtful or problematic and you realize it, you can say “oops” to acknowledge it and then try again. Alternatively, if someone else said something hurtful or problematic, then you can say “ouch” which serves as a marker that there is something that needs to be discussed further.

UEC Webpage

- The sub-committee chairs/deputies need to start cleaning up further
- Look at how the pages are organized and as new chairs feel free to modify it following your vision
- Instructions from Thomas already sent around
 - Any issues there?
- UEC article – will send around early next week for comments.



https://orgs.fnal.gov/fermilab_users_org/

Thanks to Thomas for updating the webpage with the photo and current list of members!

Any other questions on the webpage?

Mailing lists – a little cleanup

- **UEC** (Griselda, Sowjanya and Kim)
 - 31 subscribers; 12 UEC members, Hema, Linda, Stephany, Kim, Kurt, Griselda, Ed, Katie, plus FSPA officers; will update FSPA officers list soon.
- **DCTRIP** (Joseph, Carrie)
 - There are 84 subscribers, needs clean up.
- **UEC-OUTREACH** (Brian, deputy?)
 - 0 subscribers; please start adding members
- **UEC-QLC** (Frank, deputy?)
 - 1 subscriber (Thomas); please add members
- **UEC_FEEDBACK** (Frank, deputy?)
 - Minerba is removed as a subscriber

In addition to the sub-committee chairs, Kim and myself are made owners on all these lists so we can help with the transition and maintain the lists clean (especially Kim). Thanks, Kim!

Mailing lists – a little cleanup

- The mysterious “UEC-MEMBERS” list is now gone
 - Does anyone think we need the “UEC-MEMBERS only” list?
- We don't have a sub-committee list for Users' meeting
 - Did we create one?
- The sub-committee mailing lists will encourage more interaction and meetings among the members and makes communications easy.
- Chairs/Deputies start cleaning up your mailing lists and add owners/members as needed.

Any other suggestions/questions on mailing lists?

Sub-committee Assignments & Volunteers

- Would like to touch base on Deputy assignments and membership for sub-committees
 - Are Deputies identified for each sub-committee?
 - Did sub-committees receive membership requests?
- Web master
 - Gavin volunteered for this. Thanks, Gavin!
 - Thomas will train Gavin
 - Thanks to Thomas for his service last year!
- Secretary
 - Any volunteers?

Today's main items

- Would like to hear from each group on initial interactions/thoughts and committee organization
 - Brian gave the outreach committee update via email, if he cannot connect, then I will update the group with his email update
- Two of our UEC members are/were at D.C. (Brian, Sarah)
 - Would like to hear news about the planning and how things are going if they are connected
- Today's topic of discussion: Code of Conduct Policy
 - Dedicated slot on the agenda for this
 - I hope all of you had read it and are ready for discussion
 - Our comments are due to the Directorate after this meeting

Friday, October 13, 2017

- 08:00 - 08:30 **Continental Breakfast 30'**
- 08:30 - 08:45 **Chair's report 15'**
Speaker: Prof. Sowjanya Gollapinni (University of Tennessee, Knoxville)
- 08:45 - 09:00 **FSPA report 15'**
Speaker: Dr. Sebastian Aderhold (Fermilab)
- 09:00 - 09:30 **News from Washington 30'**
Leland Cogliani, Lewis-Burke
- 09:30 - 10:00 **Government Relations 30'**
Speakers: Dr. Joseph Zennamo (University of Chicago), Dr. Carrie McGive
Laboratory)
- 10:00 - 10:25 **News from the Directorate 25'**
Speaker: Dr. Timothy Meyer (Fermilab)
- 10:25 - 10:40 **Break 15'**
- 10:40 - 11:10 **Discussion: Code of Conduct 30'**
- 11:10 - 11:40 **Quality of Life 30'**
Speaker: Frank Chlebana (Fermilab)
- 11:40 - 12:00 **Outreach and Education 20'**
Speaker: Dr. Brian Nord (Fermilab)
- 12:00 - 12:15 **Users' meeting 15'**
Speaker: Tammy Walton (Fermilab)