

## Accountability and Action Plan

School of Drama

December 2025

This is an accountability matrix to continually assess our progress, process, and work on making the School of Drama safe for all students. The rationale behind this matrix is to implement regular check-ins so that consent is operationalized both in policies but also in process. As this schedule is adopted, we then keep copies (ideally open access) of these check-ins on our website to mark what we've done and what we need to do.

### Fall Quarter:

- Hold annual school-wide consent and intimacy trainings
- *Quarterly:*
  - **Faculty onboarding:** ensure that onboarding materials mandate consent syllabus language shared with all teaching that quarter
  - **Quarterly KickOff Meetings (and if relevant, Town Halls):** faculty representative shares our consent and voicing a concern policies, as well as where to find all of our materials and processes
  - **At one faculty meeting during the quarter:**
    - Faculty share their syllabus consent language
    - Faculty talk about what is working, where change is needed, and how we are centering student safety. (Absent attendees write in or share next meeting)
    - Faculty talk about the function of the Voicing Concerns process
  - **At a department-wide graduate student instructors meeting:**
    - Check in with **all SoD graduate students** about consent in their courses including consent information in syllabus
    - All faculty advising graduate students should attend
    - Faculty leave part way through so that graduate students can continue the conversation and report back
    - Talk about the function of the Voicing Concerns process
  - **At a department-wide production meeting (perhaps this happens during the end of the quarter faculty/staff meeting):**
    - Review production procedures in dialogue with consent including post-mortem in dialogue with consent
  - **Consent signage:** reviewed quarterly by the consent committee

### Winter Quarter:

- *Quarterly:*
  - **Faculty onboarding:** ensure that onboarding includes consent language shared with all teaching that quarter
  - **Quarterly KickOff Meetings (and if relevant, Town Halls):** faculty representative shares our consent and voicing a concern policies, as well as where to find all of our materials and processes
  - **At one faculty meeting during the quarter:**

- Faculty share their syllabus consent language
  - Faculty talk about what is working, where change is needed, and how we are centering student safety. (Absent attendees write in or share next meeting)
  - Faculty talk about the function of the Voicing Concerns process
- **At a department-wide graduate student instructors meeting:**
  - Check in with **all SoD graduate students** about consent in their courses including consent information in syllabus
  - All faculty advising graduate students should attend
  - Faculty leave part way through so that graduate students can continue the conversation and report back
  - Talk about the function of the Voicing Concerns process
- **At a department-wide production meeting (perhaps this happens during the end of the quarter faculty/staff meeting):**
  - Review production procedures in dialogue with consent including post-mortem in dialogue with consent
- **Consent signage:** reviewed quarterly by the consent committee

#### Spring Quarter:

- Annual school-side listening sessions around consent
- Annual update of consent language in syllabus and other policies and procedures
- *Quarterly:*
  - **Faculty onboarding:** ensure that onboarding includes consent language shared with all teaching that quarter
  - **Quarterly KickOff Meetings (and if relevant, Town Halls):** faculty representative shares our consent policies
  - **At one faculty meeting during the quarter:**
    - Faculty share their syllabus consent language
    - Faculty talk about what is working, where change is needed, and how we are centering student safety. (Absent attendees write in or share next meeting)
    - Faculty talk about the function of the Voicing Concerns process
  - **At a department-wide graduate student instructors meeting:**
    - Check in with **all SoD graduate students** about consent in their courses including consent information in syllabus
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**Accountability Matrix Format (once adopted we can put each action item into the grid below):**

<b>Action Item</b>	<b>***Made all the progress we want to make this quarter</b>	<b>**In Progress, but progressing</b>	<b>*Needs Work</b>	<b>Other Notes</b>