

<https://tufts.zoom.us/j/91689498594?pwd=RTQxaGUzamxKS2VtbGVzS1N1ZThRUT09>

Meeting ID: 916 8949 8594

Passcode: pop

## Agenda

- Introductions + icebreaker (stretches)
- Can someone take notes?
- Nov. 2 coffee chat and/or talk is coming up! (And we have funding!)
  - Mug designs - Kayla
    - Email us the designs?
    - Email about coffee/tea
  - Outreach: Canvas, GSAS/Tisch College emails, Facebook, OTW, Slack
  - Internal vs external event marketing
    - Maybe topic-dependent, generally UEP + GSAS
- Study/hangout hours - update, coffee + tea
  - 1-4pm Mondays, maybe ask Maria/Mary (Brown house conference room)
    - Est. safety standards? Like open windows
- Progress with speakers so far
  - **Confirmed/booked:** Cyatherine + Miranda (Nov. 2), Councilor Annissa Essaibi-George (Nov. 9)
  - **Confirmed/not booked:** Lily Linke (late October?), Amelia Najjar
  - **Not confirmed:** Alexis Washburn, Julian Agyeman (Spring?)
  - **Non-response/save for later:** Dr. Karilyn Crockett, Balakrishnan Rajagopal, Penn
    - Maybe share info about Penn event next Monday
  - Let's get Lydia Edwards event info from Laurie
- Screening - Holding Ground: The Rebirth of Dudley Street
  - Pick a date, streaming logistics
    - Dec. 7 or 8 - stream over Zoom & optimize video sharing?
  - Should we see if Penn can put us in touch with DSNI?
    - Or Molly?
- Is anyone interested in doing different outreach things?
  - How can we share more info across UEP? Outside UEP? Do we open up to undergrads?
  - Working with TSE, others on a UEP racial equity plan?
- **Accountability**
  - Create a draft goals plan for fall/spring: application help program, regular networking events, promote racial equity within UEP, connecting with other planning programs, reaching out beyond student body
- Advertising in GBA with young prof group, pool of potential applicants
  - Workflow + spreadsheet for speakers
- Hoai will lead the next meeting! (November 16, not Nov. 9)

## Action Items

- Workflow + spreadsheet for speakers - Gloria
  - How to make sure we're hitting all target audiences
- Write new mission statement/draft goals plan, share with POP listserv for feedback - Bailey
- Get in touch with Penn & Molly about doc to put together a Q&A - Bailey
- Follow-up email with reminders - Bailey
- Follow up with Laurie about Dec 1 Lydia Edwards event (okay to put on our calendar?) - Andrea
- Forward info about Penn/TSE talk - Gloria