

**Basic Science Working Group**  
**Friday January 31, 2025**  
**1:00 – 2:00 pm**  
**2J2.14 WMC (Dean's Large Board Room)**

**Agenda**

1. Introductions (inform)

- The working group introduced themselves to each other. The group has members with diverse expertise and lived experience.

2. Review working group membership (involve)

- The working group identified three groups that may not be adequately represented. After discussion it was clear that two of the groups may be best engaged through working group outreach. It was agreed that it would be important to add a technical/administrative support staff representative.

3. Review tentative plan for initial working group meetings (involve)

- Jan 31 – composition & how do we work together
- Feb 7 – define our scope of work
- Feb 14 – develop our working plan

4. Discuss how we will work together (collaborate)

- We will be curious and open-minded
- We will listen, everyone will be heard and contribute.
- Our conversations will be confidential to ensure open and candid discussion. We will share ideas with members of the faculty as they emerge and seek their input.

5. Explore the spirit of the review (collaborate)

- The spirit of the review is to provide recommendations to the Dean that would allow basic science to thrive.

6. Determine a communication strategy for agendas and minutes (collaborate)

- We will be transparent. The webpage will host up-to-date information on working group activities.

6. Next steps (involve)

- To think about the scope of the review in preparation for the next meeting.

**Schedule of meetings / commitments:**

Next Meeting: **February 7, 2025 1:00 – 2:00 pm**