Observing Limits and Manage Resources: *Time*

Block 4 Report (12/14/22)

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Time emerged as a key issue for participants across campus in Project 2024 discussions. The Steering Committee included time as one of the resources we need to manage more effectively. Time is also central to the “observe our limits” target for action. That category calls on us to find ways of doing less and to accept doing things well enough rather than perfectly.

**Working Group Summary:**

**Campus-wide meeting-less day**

No regularly scheduled meetings on Wednesdays during the block? (Maybe wouldn’t include 4th Wednesday b/c outside of the block)

- Pause day, lots of work due on Thursdays for students
- Fun things like crafts still ok, cookies and complaints, etc.

**Focus campus events through a symposium / “Endowed Speaker Week”**

- If it would focus events just during that time
- Version in Cornerstone Arts Week, but just one person did it and invited collaborators around theme, present to campus
- Better if generated a topic well in advance, campus buy in and desire to participate, would be more inclusive
- What if not a theme, “Endowed Lectures Week”
- Mechanism for academic credit for students -- .25 credit, so all four years it’s a block
- Endowed lectures that students choose, have
- If really big person identified, can plan farther out, two years event
- Dump existing lectures in that space
- Need a cool rubric, what to call it
- Would it include staff driven workshops on kayak rescue, Excel at CC stuff
- Replace First Mondays with the symposium
Culture of burnout, often symptom of disconnection from each other

- Get rid of First Mondays as lectures, ways to come together as community, events where people can intermingle who don’t know each other
- Community outreach/actions too?
- CC Fest – Sat or Sun of move-in, just hang out, some food and games
- Mental health – just be in community with no agenda
- All campus lunch First Mondays, do it twice a year or twice a semester (food trucks)
- All campus coffee break, throw in some games, Second Block Monday coffee break after class
- Use arena for big coffee break
- Winter holiday gathering – food and music
- Ways to encourage meeting people you don’t know
- Structure – come here and do nothing so nothing scheduled on top of it
- Randomly bells ring and serve donuts on the quad; could put date range on it so not a lab, a guest lecturer

Prioritize the things that bring us joy, as core not as an overload

- Clearing space for those things to happen
- Living our values
- Get to where people are shamed for calling a meeting Wednesday

E-mail protocol

- Draft whenever you want, only send during work days
- But different e-mails have different protocols
- Might be different for staff and faculty
- Faculty – clearly outline their policy
- Staff – clear that hourly staff shouldn’t check e-mails outside of hours, or try not to send it to them, on supervisor; set to send in the morning
- More modest but very doable – college itself will generate no Communications, Digest, Pcard notification, etc. after hours
- Culture shift around when to send, save up all communication in phone call rather than lots of e-mails

More non-faculty office hours for quick check ins/questions – Maybe on Wednesdays b/c no other meetings

Timeline

- No academics after 3:00
- No co-curricular (i.e., student groups) before 3:00
- Student expectation that class might go to 3:00 every day