













Journey Toward Wholeness Transformation Committee
Fall Meeting
December 1-3, 2005
Boston, MA
Minutes

Present: Carolyn Cartland, Monica Cummings, Bob Gross, Matt Moore, Julio Noboa, Charles Ortman, Board Liaison

Phone: Sean Parker Dennison

Staff: Taquiena Boston, Jean McKenney, Simona Munson

Topic	Discussion	Decisions/Actions
<u>Thursday, December 1</u> Monica opened with a reading from Rev. Howard Thurman and then we did a limited check-in.		
Fall Meeting Agenda – Internal and External Issues to address during the weekend	Addressing of leadership issues for committee. Rules of engagement. Communication issues need improvement.	
INTERNAL ISSUES: <ul style="list-style-type: none">  Report to Board of Trustees in January  Role -  Charge  Address institutional problems around A/O and A/R. Internal education. Review our charge.  State of Leadership since June  Museum visit on 12/3  Sean's mtg. participation (phone) 		<u>BOT Report is due 12/19</u> <u>Action:</u> Charlie will draft beginning Vision piece of BOT report. <u>Action:</u> Integrate Meadville Lombard and SKSM assessment work into report to BOT.
EXTERNAL ISSUES: <ul style="list-style-type: none">  Meadville/Lombard  STAAR King  Measuring the charge/Assessing change  Race Commission Congregational Presidents Data-Use?  Assessing the Committee 		

on Committees Appt. Process ✚ Response to R. Speck/Stake Holders Mtg. ✚ GA programming ✚ Assessing the Charge – new plan? ✚ AO/AR		
Prioritizing the Agenda		
Race Commission	Why wasn't JTWTC involved in some way given its charge to assess and evaluate? What does this mean in terms of how the BOT sees the JTWTC? What does this mean for the JTWTC's role in the future? To whom is the Commission accountable? Comment: JTWTC's task isn't necessarily to be involved in the task force but to assess and monitor what the UUA (and the Commission) does? JTWTC's role is not to be involved in implementation but in assessing what happens. UUA/BOT should have communicated with JTWTC re: the Race Commission selection, process, etc.	Action: JTWTC Representatives will ask the BOT how they perceive the JTWTC's role. What is the process on addressing this issue? Include these questions and comments in the report to the BOT.
Scheduling	Thursday: 12:45 to 7:00 PM Friday: 9 – 12:00 and 1:00 – 3:00, 4:30 – 7:00 PM, 6:00 – 8:00 PM Saturday: 9:00 AM – 11:40 Museum: 12:00 – 1:30 PM Lunch: 1:30 – 2:00 PM Resume work: 2:00 – 5:00 PM Sunday: 9:00 AM – 9:30 worship 9:30 – 11:00 AM – finalize BOT report and wrap up	
JTWTC Appointments/Reappointments.	Matt is leaving the JTWTC. Bob, Carolyn, Julio, and Monica have received reappointment letters for two year terms and have accepted. Committee on Committees has five names from October telephone call: George Brown, Karen Eng, Rev. John	Action: Sean should inform Committee on Committees to select two people to replace Sofia Craethnenn and Matt Moore.

	Gilmore, Young Kim, Jyaphia Christos Rogers, Leon Spencer, Marta Valentin Chase, Elandria Williams.	
Meeting w/BOT	When will JTWTC meet with BOT (date/time)? Who is going from the JTWTC? How will JTWTC reps get here? Who will cover the cost? Who from the JTWTC will be the point person to get these questions answered? This relates to the issue of committee appointments and Cmte on Cmte process. How can JTWTC be empowered?	Action: Taquiena will talk to Nancy Lawrence about JTWTC hotel and travel costs for January BOT meeting, and who decides how many JTWTC members can come? When is the JTWTC on the agenda?
A. Committee on Committees Process	Charlie spoke with chair of Cmte on Cmtes (Sue Stuke) post GA about the chair selection process. She understood but also said Cmte on Cmtes is pressured to make board cmte appointments. The Cmte on Cmtes process is in flux, and there is about to be a new chair. Charlie thinks that no appointment selections have been made and JTWTC can still influence process.	Action: Sean will follow up with new Committee on Committees on post-GA conversation with Sue Stuke re: what “empowerment” means to JTWTC both in terms of leadership and JTWTC appointments.
B. JTWTC appointments	B. Cmte on Cmtes decided that Sean Parker Dennison would make a good chair and contacted him about assuming chairmanship. This was based on a previous proposal that Sofia Craethnenn and Sean Parker Dennison be co-chairs. The Cmte on Cmtes prefers to deal with one person as chair.	
JTWTC Role	Outcomes of JTWTC work is not clear. How does JTWTC measure progress in terms of anti-oppression/anti-racism/multiculturalism? Look at the form in which the JTWTC provides the UUA feedback. What if JTWTC did its job more on the model of the Commission on Appraisal, focus on a specific area and publish a report distributed to General Assembly	Action: JTWTC Representatives to BOT meeting: Report this dialogue to BOT. Tell BOT what JTWTC wants to do – cast vision for JTWTC work.

	<p>on an annual or biennial basis? Recommendation that JTWTC provide report to UUA re: status of anti-oppression/anti-racism/multiculturalism. Recommendation to educate district boards and facilitate workshops at district annual meetings. Institution is supposed to be doing the work. JTWTC assesses and makes recommendations. JTWTC role may be to assess the change agents rather than being the change agents. In terms of liaison work, reload rather than reformat. It's the BOT's prerogative to determine the JTWTC's role? BOT needs to revisit JTWTC's role. Focus and getting clear will help decrease frustration for JTWTC.</p>	
Agenda	<p>Process: Identify outcomes and set time for each agenda item to focus conversation. Prioritize need for input from BOT liaison and JTWTC Chair.</p>	
Letters from Carolyn Cartland and Matt Moore (Oct 9, 2005)	<p>Letters expressed frustration and confusion around the JTWTC, anti-oppression/anti-racism/multiculturalism issues, and what JTWTC is supposed to be doing. There was an expectation that there would be more creativity and coming up with solutions for furthering the JTWTC mission. It doesn't seem that JTWTC skills are being used in the best way possible. The work done by JTWTC is great work but perhaps it could have been done by other individuals or groups. Within the role of monitoring and assessing, what is important for the JTWTC to do? There is a mandate from the GA to do the work, but the mandate seems to be adrift. The JTWTC role is not obsolete. There's been a failure to monitor and assess anything in particular or to report to the UUA</p>	<p>Decision: Come up with a direction and get input from UUA President and Moderator before going to the BOT. If there's no buy-in from President and Moderator, seek direction from the BOT.</p> <p>Include vision, guide and plan in the analysis.</p> <p>Incorporate in BOT report history of the evolution of the mission of the JTWTC and the JTW.</p>

	<p>what has been assessed and monitored. A way to re-envision JTWTC is to function in a similar way to Commission on Appraisal. JTWTC can provide assessment and analysis UUA will continue to need.</p> <p>Suggestion that JTWTC show up at district meetings to work with district presidents and district executives. Education would need to be part of the meeting similar to GA meetings with congregational presidents.</p> <p>JTWTC is being forced to define its role. To what extent does JTWTC have freedom and power to redefine its role? JTWTC needs to make sure that accountability to JTW vision and planning continue on the part of the BOT and UUA staff. The need is to define the areas, focus them, and attach timeline to work. This is creating a strategic plan. It's not JTWTC role to do what the stakeholders letter asks but JTWTC action may give grassroots groups freedom to act and move re: their agenda.</p> <p>Clarity about roles and responsibilities will help people know what to expect from JTWTC. JTWTC needs to plan for reactions to this change in how the Cmte functions.</p>	
Meadville Lombard	<p>Expectation is that JTWTC will do the same process as the spring meeting in Chicago. What has been the change in dynamic since the M-L mtg? Has there been any work around the conflict and healing that needs to be done? How does JTWTC want members to work with M-L? JTWTC reflected back to M-L what the Cmte learned based on the work they've done. JTWTC assessed what M-L had done and reflected back that M-L was stuck, and encouraged them to</p>	<p>Decision: Coordinate with JUUST Change consultant as well as Lee Barker re: clarifying roles and responsibilities.</p> <p>Bob and Monica will contact Paula Cole Jones re: JUUST Change consultation to M-L.</p>





	continue the work. Reflect on M-L process, continue to encourage them to do the work. How much input have POC had in feeding information to process at Meadville-Lombard? The same conversations were made available to all students. We don't know if they responded.	
Agenda items to discuss with Sean	<ul style="list-style-type: none"> ✚ BOT report ✚ BOT mtg in January ✚ Honoring time commitments ✚ Conference call schedule ✚ Leadership and better communication ✚ Covenant ✚ More continuing education re: differences 	Call Sean @ 10:00 AM EST
Starr King School of the Ministry (SKSM)	<p>The Educating to Counter Oppressions and Create Just and Sustainable Communities (ECO) curriculum plan is a good one; however, there are some questions. Does the curriculum plan address of the specifics of race, gender, sexual orientation, ability, class? To what extent are global issues brought into the curriculum? How is the diversity addressed in the curriculum reflected in the faculty/presenters. What should be the feedback to SKSM?</p> <p>Objective: To give a response worthy of the magnitude of the effort. To come up with a plan for a formal letter expressing the positive things in the curriculum plan and that raises a couple of questions. How can JTWTC use the work that Starr King has done to inspire others? JTWTC asking helped affirm SKSM process.</p>	<p>Julio will draft letter on behalf of JTWTC:</p> <ul style="list-style-type: none"> ✚ Give specific questions for SKSM to respond to. ✚ Ask permission to share process (and completed report) with other UU institutions.

Congregational Presidents Data	Share information with the Leadership Council as this information may have implications for their program areas.	<p>Action: Taquiena will give the JTWTC the names of program area directors of the Leadership Council (Advocacy & Witness, Congregational Services, District Services, Identity-Based Ministries, Lifespan Faith Development, Ministry & Professional Leadership).</p> <p>Action: Bob will draft the report</p> <p>Share summary (analysis) of content with LC, BOT, District Executives.</p>
Response to Stakeholders/Richard Speck letter	JTWTC thinks it's a good idea for there to be an annual stakeholders gathering, and JTWTC can encourage BOT to support such an endeavor. It wasn't clear what the "hoped for outcome" was for the annual stakeholder gathering. The stakeholders are concerned re: that anti-racism is losing momentum in UUA. Perhaps JTWTC could recommend that stakeholders meet with Congregational Presidents. The question the stakeholder groups lift up for UUA is "Does anti-oppression/anti-racism/multiculturalism work look real when it looks different from how it used to look? Do we know what its activity is when it doesn't look like when we knew what it looked like? What would be a next step for UUA to move anti-ableism into a more concrete agenda? There need to be more conversations re: multiculturalism to see what that conversation generates.	<p>Decision: JTWTC will send letter encouraging group to continue their own efforts and to seek funding for this meeting.</p> <p>Action: Bob will write the response to Stakeholders/Richard Speck letter. Carolyn will assist.</p>
5:30 PM Adjournment		
<p><u>Friday, December 2</u></p> <p>JTWTC Meeting Dates for 2006-2007</p>	Discussion of beginning future meetings at noon on Thursday with lunch and ending on Saturday at 5pm.	<p>Available Spring 2007 meeting dates:</p> <p>All March except 3/21 – 3/25 All April except 4/18 – 4/22</p> <p>Action: Simona will check on</p>

		Urban Ministry Conference dates, Passover, and Easter dates.
Report to the Board of Trustees	<p>Discussion of including the issues Matt and Carolyn raised in the Board report concerning Committee obsolescence. If this Committee were not to exist, who would hold this work in the Association?</p> <p>Reminder that the idea was put forth before that there be a stakeholder group who held this work. Model of Task Force 1 on Sexual Misconduct.</p> <p>Existence of both this Committee and a stakeholder group that represented all of the different identity constituencies within UUism.</p>	<p><u>Action:</u> Write BOT Report</p> <ul style="list-style-type: none"> ✚ Vision – Charlie ✚ Work with Districts - Charlie ✚ Summary of work with congregational presidents – Bob ✚ Respond to stakeholder’s letter – Bob ✚ Work with Meadville-Lombard and Starr King – SKSM, Julio; M-L, Monica (accomplishment for 2005 and follow-up for 2006) ✚ COC process of making Committee appointments - ✚ JTWTC response to creation of Ft. Worth Commission – Charlie ✚ General Assembly (upcoming section) - Monica <p>Bob, Charlie, Julio, and Monica will write their section of the report and email it to Carolyn for editing by Friday, December 9.</p> <p>Carolyn will send email to Nancy Lawrence by December 19.</p> <p>NOTE: If Sean can’t join the conversation, then someone at the meeting needs to edit the JTWTC BOT report.</p>

GA workshop	<p>Idea of stakeholder gathering during the JTWTC GA workshop. JTWTC would put forth their vision for the work at the workshop, both at the beginning and end. Also voice their role and mission.</p> <p>Have a panel presentation of various stakeholders.</p> <p>Leave time for discussion.</p> <p>It was recommended that Fred Garcia be brought in to help the JTWTC formulate their message.</p> <p>JTWTC GA Presentation Proposal:</p> <ol style="list-style-type: none"> 1) Part 1: “Staking Our Place Along the Journey” 2) Part 2: “Staking Our Place in the Future” <p>JTWTC needs to be prepared to address a lot of frustration and anger left over from 2005 stakeholders meeting. Frustrations also come from unresolved issues related to JTW.</p> <p>Does JTWTC make the assumption that it is totally in agreement with where the JTW is going and where it is been?</p> <p>There’s been no consistent message. The way to respond is to have a clear message.</p> <p>Part of the confusion goes back to the title of the JTWTC. The past JTWTC was “perceived” as “selling programs.” JTWTC is no longer in sales, the JTWTC is in quality control.</p>	<p><u>Decision:</u> Meet with Fred Garcia during Spring meeting.</p> <p><u>Action:</u> Taquiena will investigate getting Fred Garcia for spring meeting.</p>
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Monthly Conference Call		Proposed: First Friday of the month at noon EST, 11 Central, 10 AM Mountain, and 9 AM Pacific or fourth Friday of the month
Covenant	<p>Outcome: To develop “rules of engagement” to help JTWTC move forward. Significant pieces are communication, time: Can JTWTC agree to follow through on commitment to be on the call and if not, let other JTWTC members (via email) know. The mistake for this meeting was to start at 9:00 AM on Thursday morning. Should there be a process observer as in the past. An alternative would be for JTWTC members who have an observation to interject it.</p> <p>What else needs to be done in the process of establishing a covenant? There needs to be time relationship building. The March meeting should include relationship building as part of the agenda.</p> <p>“Rules of Engagement” We will commit to participate in monthly conference calls or let other JTWTC members know we won’t make it.</p> <ul style="list-style-type: none"> ✚ We will state our needs (for example, let JTWTC members know if you need a response to an email) rather than suffer in silence. ✚ We will honor each other’s time agreed upon meeting dates. We will honor the decided upon meeting, break and ending times. We will be clear about break times, with the facilitator indicating the number of minutes for the break. 	<p>Action: Carolyn will draft the covenant and distribute it to the JTWTC to discuss at the next conference call.</p> <p>Action: Put covenant/ relationship building on the March agenda.</p>

	 We will negotiate changes in time frames when necessary – let JTWTC know ahead of time if we need to leave a meeting early or have to arrive late.	
Assessing Change	<p>There are different ways of assessing change. 1. Set a standard and ask where is the institution in relation to the standard. 2. Look at where an institution started and where it is in relation to the starting point.</p> <p>There can be no absolute standards in this work. However, there can be structural standards – what structural changes have occurred, and what has been the result?</p> <p>What are the elements of this assessment? What are the qualitative measures, what are the quantitative measures?</p> <p>What things are changing and what needs to change?</p> <p>Examples – decisions being made, who’s making decisions</p> <p>Elements/Standards =</p> <ul style="list-style-type: none">  Structure  Ethos  Character <p>JTWTC assesses, evaluates what’s been monitored and assesses, and provides an analysis.</p> <p>At what point does JTWTC have products? Note: The JTWTC has produced documents in the past. Part of JTWTC role is to gather information and listen. This happens at GA? Are there other mechanisms for gathering information and listening? Does</p>	

	JTWTC want such a mechanism? Is the Committee prepared to handle this? JTWTC in a sense is like a conduit for information and can direct congregations to appropriate source in the UUA.	
FY 2006 Budget	<p>Simona presented projected expenses for FY 2006. GA expenses are estimated to be \$1,000 higher.</p> <p>Projected expenses would be higher if there is a report and mailing to congregations. The last JTWTC report had lots of staff support. <u>The report could be sent via email and also available for download.</u></p>	<p>Action: Simona will find out the cost of the last JTWTC publication.</p> <p>Taquienna will submit a JTWTC budget request for the publication.</p>
2007 Meeting Dates	<p>Committee member terms are from January 2006-2008.</p> <p>#1 choice Wednesday, 27 – Sunday, April 1</p>	<p>Action: The Committee will choose the Spring 2007 meeting dates on one of their first conference calls of the year after the Urban Ministry Conference dates are set.</p>
State of Leadership of JTWTC	The Committee discussed how to move forward	<p>Decision: The Committee will decide which two members will attend the January Board of Trustees meeting.</p>
Continuing Education	<p>Recommendation was made that Committee members share their stories (briefly) with each other.</p> <p>Another suggestion to do some form of personality exercise.</p> <p>Combination of personality testing and incorporating the results into how members do the work.</p> <p>“What calls you to this work?” “Where are you on the journey?”</p> <p>Outside “training”.</p>	<p>Action: Monica will facilitate the personality testing experience, “What’s Your Type?”</p> <p>Monica will email a few questions for members to answer prior to the meeting.</p> <p><u>Spring Meeting Agenda</u> Thursday – relationship building Friday – Fred Garcia and Bill S. Saturday – GA planning Major planning for year ahead Welcoming and orienting 2 new members</p>
Stakeholder liaisons	Committee needs to figure out a new way of being in communication with liaisons.	

Respectfully submitted,
Taquienna Boston and Simona Munson