

AMAC Group Agreements – August 10, 2026

1. **Keep Data Secure:** Committee members agree not to download, print, or share confidential data, proposals, or spreadsheets to personal devices or external drives. All reviews should happen within secure, university-approved platforms or devices.
 - a. **Modification** – downloaded to a UO owned computer is acceptable. Work to maintain security. Delete documents when possible. Password protection.
2. **Single Point of Contact:** To prevent mixed messaging, the committee agrees that only the designated Chair (or a specific communications officer) is authorized to speak on behalf of the committee to external parties, employees, or the media.
 - a. **Can get input from others but not share out.** Can share that we are in the confidential process and share the guiding document.
 - b. **Continue reminding yourselves about process.**
3. **Data-informed but not data-determined.** The committee's feedback to the administration will be informed by data, broadly defined to include contextual and anecdotal information, but not determined by data alone.
4. **Vision Informed:** The committee's discussions and feedback will be informed by and reflect the administration's strategic vision for the future of the university, providing input on how proposed decisions would impact the achievement of strategic goals.
5. **Step Up, Step Back:** Members who tend to dominate conversations agree to consciously "step back" to allow quieter colleagues to speak, while those who usually stay quiet agree to "step up" and share their unique insights.
6. **Listen to Understand, Not to Reply:** Commit to active listening without interrupting, especially when a colleague is expressing a dissenting or unpopular viewpoint.
7. **Say What You Think:** Members agree to explicitly state their reservations during the meeting rather than remaining silent and harboring unexpressed dissent.
 - a. Committee members are committed to creating conditions for candid, inclusive and psychologically safe engagement, being respectful of their colleagues and their contributions, especially when there is disagreement.
 - b. Sierra Dawson and Jennifer Espinola have agreed to act as intermediaries with respect to committee members' concerns over process and engagement. Any AMAC member can engage Sierra or Jennifer to express concerns and discuss options for moving forward.
8. **Acknowledge Bias and Conflict of Interest:** If a proposal directly impacts a member's own department, close collaborators, or specific research funding, that member agrees to declare the conflict and, if necessary, recuse themselves from that specific vote or discussion.
9. **Focus on the Holistic Impact:** Commit to looking at the "big picture." Members agree not to view proposals solely through the lens of their own colleges or silos, but rather through what serves the broader university community and student body best.

10. **Confidential Deliberations Stay Confidential:** which means we don't share with others about what someone asked or stated during an AMAC meeting.
11. **Consensus:** When AMAC takes a formal position or provides specific suggestions, the group will seek consensus but make decisions on a majority basis with dissents noted when requested.
12. **Resist Predetermined Advocacy:** We will not advocate for predetermined outcomes.
13. **Collaborative Responsibility:** All members of the committee will take responsibility for completing the work of the committee, keeping the group on task, completing tasks on time and making the process as successful as possible.