Student-led Election 2020 Virtual Discussion/
Programming Convener Considerations

- Ensure that your virtual meeting security settings are up-to-date and aligned with UChicago ITS best practice guidance.
- Clearly communicate the purpose of the planned gathering in advance. *
  - Who is invited?
  - Is it a topical discussion?
  - Is it an affinity space?
  - Is it a processing/support event?

*Depending on the purpose, facilitators should be prepared for a wide variety of perspectives and opinions to be represented in the discussion/event.

- When starting the discussion, articulate a time frame for the event.
- Establish mutually agreed upon ground rules for the gathering.
- Think creatively how to structure the discussion/event. Consider:
  - Having an initial one-word check-in with participants;
  - Utilizing Zoom breakout rooms;
  - Utilizing online polling tools for discussion starters;
  - Encouraging a reflective writing exercise with pre-determined questions before beginning the discussion;
  - Utilizing a “Speak-Listen” format giving each speaker a time limited opportunity to speak uninterrupted; and
  - Utilizing an artistic approach (drawing/sketching) to have participants capture emotions/reactions to a pre-determined prompt.

- Plan, in advance, how you will end the event.
  - Encourage students to continue to explore/learn by taking advantage of programming happening on campus; and
  - Encourage students to utilize resources on campus related to self-care (see below).

Resources

- **Mental Health Support and Resources**: UChicago Student Wellness offers virtual sessions with counselors, drop-in sessions via the Let’s Talk program, and weekly workshops to help with managing stress, among other resources. Students can also call 773.702.3625 to speak with a clinician by phone, 24/7, to share concerns and determine next steps for support.
- **Dean-on-Call**: The Dean-on-Call is a University administrator who is on call 24/7 and can inform, comfort, and assist students. They can be reached by calling the University of Chicago Police Department at 773.702.8181.
- **Bias Education and Support Team (BEST)**: Students affected by bias can seek emotional and administrative support through the Bias Education and Support Team (BEST). BEST members will ensure that reported bias incidents are properly recorded and explore options for informal resolution in collaboration with the student(s).