

December 5, 2003

TO: Board and Friends

FR: LatCrit Co-Chairs

RE: Final Documents for the Board-and-Friends Retreat – Please Print and Bring with You

Immediately below are the three final documents for our upcoming Board-and-Friends Retreat, which we ask that you print out and bring with you to Puerto Rico. These three documents distill everything in the Retreat Notebook to their most concrete “needs” – both in terms of fiscal and administrative resources. These three documents attempt to refine the various histories and circumstances regarding our Portfolio of Projects into a set of manageable decisions and basic commitments that face us, individually and collectively, as Board Members. Please feel free to include feedback to these documents via email, along with any Personal Statements you post (especially from folks who can’t join us in Puerto Rico next week) ... we will need to follow up during the remainder of this academic year to act on the following notes, so please do try to send your responses ASAP. Abrazotes from Miami

Needed and Requested: Specific LatCrit Board Member Commitments

After much thinking, we have distilled some specific commitments designed to assure ourselves that, as a Board, we are fully involved in the administration and development of our community projects. Ideally, each of us will be able to make the following ten commitments, and be able to undertake them during the coming year. If each/most of us individually can agree to do the following ten things during the next twelve months (by November 2004), and if we actually do them, we will be in very, very good shape institutionally as we approach our tenth anniversary in 2005. As you will see, they are not onerous:

1. Write a short Monograph (15 pages or so) on some aspect of LatCrit theory and praxis, perhaps by simplifying a prior essay or composing a new text designed to be especially accessible to the uninitiated, and contribute it for posting to our website as part of the LatCrit Monograph Series.
2. “Translate” your Monograph, or another work of yours, to make it suitable for use in K-12 classroom settings, and contribute it to the K-12 Education Project.
3. Be and stay proactive in the two community projects of your choice, and help to organize and activate the Project Teams for them, to ensure the collective sustainability of our existing Portfolio of Projects.
4. Arrange the stable sponsorship by your school or other institution (whether by grant request or by virtue of your affiliation with the institution) for one of our community projects in the minimum amount of \$2,500 annually to establish the longer-term fiscal security of our Portfolio.
5. Enroll at least one student in the Critical Global Classroom annually, and actively help spread the word and conduct outreach among interested students in your locality each fall.
6. Attend the Annual Board Meeting during the Annual Conference, and if possible stay for the Annual Planning Retreat afterward, to ensure that Board Members, as whole, are active participants in the annual planning process that takes place at these events, and thus help to build institutional memory.
7. Timely complete and return the Annual LatCrit Planning Form that we initiated this year to coordinate our year-round plans and activities in rational and synergistic ways.
8. Keep actively informed on current developments and issues by tracking Board communications via email, reading the new LatCrit E-Letter, and carefully reviewing the Co-Chair Reports of every semester – and provide your feedback actively.
9. Routinely post copies of LatCrit programs and the like on your door and other prominent places on your campus to raise general awareness of our activities, and timely post email versions of our literature to listservs aimed at scholars, activists and others who may be interested in our work.
10. Make it a standing practice to speak to new and junior faculty, as well as progressive students, about our activities and plans, and encourage them to visit our website and join us for the event(s) of their choosing, so that we may continue the work of community-building at all times.

Self-Contained Projects that Don't Need Budgets/Sponsors But Do Need Staffing

In addition to the Projects in our Portfolio that need stable sponsoring partners, other projects require simple love and care from one or two current Board Members (and/or Friends). These self-contained projects that don't need budgets or sponsors but that do need staffing are listed below to provide all Board Members an opportunity to elect to work on them – some of you have expressed a desire to work on Projects that require little travel, or are self-contained, or are geared to other particular circumstances. The left-hand column below identifies the Projects and some basic/immediate tasks that they require, while the right-hand column identifies Board Members who have indicated a definite interest in these Projects, or who seem to be a good “fit” for them on the basis of background knowledge or casual conversations over the years. Please take a moment to look through this document, as well as the Board-Projects Directory that we sent recently in the Board-and-Friends Retreat Notebook, and let us know if you would be interested in taking on any of the following Projects and task/s. We will follow up on your responses, which hopefully will permit us to staff these Projects during the remainder of this academic year (so that we can use the Annual Planning Retreat in Philadelphia after LatCrit IX to engage in concrete planning for each Project for next year and beyond).

Project and Task/s:

Potential Person/s:

Primer/Brochure/Flyer

- Update the Primer Periodically:
- Update the Brochure/Flyer Annually:
- Update Spanish Translations Annually:

Roberto
Nancy and Frank V.
Berta, Hugo, Martin

Website

- Establish Web Links to LC Symposia:
- Update Web Contents Periodically:
- Upgrade Design/Capabilities of our Site Annually:

?: _____
Frank V.
?: _____

Cyber Classroom

- Reactivate, moderate and maintain Faculty-Student Listserv:

Pedro

LatCrit-at-AALS Hospitality Suite

- Reserve and Staff the Suite and Host Events:
- Prepare the Calendar of Suite Events Annually:

Tayyab, Frank R. (and Co-Chairs)
Frank V. (and Co-Chairs)

LatCrit E-Letter and Annual Calendar of Key Dates

- Compose and e-circulate once per semester/thrice annually:

Frank V. (and Co-Chairs)

Monograph Series

- Solicit Contributions and Post to Website ASAP:

Frank V. (and Co-Chairs)

October 25, 2003 (hard copy version; with attachments)

TO: LatCrit Board and Friends
FR: LatCrit Co-Chairs
RE: Revised Retreat Agenda and Schedule with Notes

The attached REVISED Agenda and Schedule for our Board-and-Friends Retreat in Vieques (December 14-18) incorporates all the feedback previously received. Please let us know your thoughts as we continue working to organize our time and selves as best as possible to accomplish the aims of this gathering. To help you get a sense of the whole, please note the following:

The first day, Sunday the 14th, is a half day that begins at 3 PM and is intended to focus our collective attention on fundamentals and “big picture” questions. Each of our projects is conceived as a form of collective critical praxis ... are they, really? The idea here is to step back before deciding how to go forward from here.

The second day, Monday the 15th, is our first full day, and is intended to shift attention from the “big picture” to the concrete components of our work: our Portfolio of Projects – but not to repeat background information. The aim here is to engage in forward-looking discussions and decisions focused on the longer-term regarding the development of each Project in our Portfolio over the next three years based on the Co-Chair Reports, the Annual Planning Retreats and the Board Meetings of the past year or two (the next Co-Chair Report is coming your way next week, and it will focus on getting us ready for the Retreat sessions).

The third day, Tuesday the 16th, is our second and last full day, turning our attention from the future development of our projects in programmatic and substantive terms and toward the fiscal and administrative needs that our project development plans are likely to entail. On this last full day of the Retreat, we meet also in the form of Project Teams and as a Board: there are two sessions for Project Team meetings (one during lunch) because your responses to the Annual Planning Form indicate that most Board members are active (or want to be) in at least two Projects/Teams. The purpose of these discussion is to ascertain as a group how we go about securing specific stable sponsorships and specific longer-term commitments of involvement for specific projects/events between now and this summer to ensure the continuation of existing projects, as well the launching of recently-approved projects currently under development, beyond this academic/fiscal year.

The fourth and final day, Wednesday the 17th, is set aside entirely for fun. Like our parties and hospitality suites, this community-building day is substantively important to withstanding the stresses that we face day-to-day due to distance, micro-aggression and the like. Please try to stick around: if possible, plan your departure for Thursday the 18th in the late afternoon from San Juan (so that you can get from Vieques to San Juan in the morning without being rushed).

Please also note several recurring aspects of the daily schedule:

- During the two full days (Monday and Tuesday), the business sessions of the Retreat begin each day at 9 AM and end at 5:30 PM.
- A 15-minute break for coffee and cookies is scheduled between each session.
- A 2-hour Afternoon Break is built into the daily schedule.
- Breakfast is available from 7:30 to 8:45 AM each day.
- Dinner is scheduled from 7:30 to 9:00 PM each day.
- Group fiestas are scheduled at 9:00ish each night.

Steps/Suggestions to Prepare for the LatCrit Board-and-Friends Retreat

We offer the following six steps/suggestions to help all of us get substantively prepared for our upcoming Board-and-Friends Retreat in Vieques, and in response to concerns about the potential need to repeat background/historical information in person during the Retreat sessions. Because our time is indeed limited, we hope these suggestions will enable focused discussion at the Retreat.

1. Finalize your travel and hotel arrangements as per prior emails to ensure that you are on-site in Vieques (and well rested) by 3 PM on Sunday, December 14th – be careful to coordinate connections from San Juan to Vieques!
2. Go to our website and familiarize yourself with it, both to get a sense of our Portfolio as a whole, and where we are at the moment, as well as to help each of us get a sense of the site as a website. The website was re-designed this summer, and the most recent documents relating to our projects have been posted to the site during the past week or two. Visiting the web will help get a holistic sense of our current work, as well as provide background information useful for the discussion both of the web-related issues during Session 5 and the various specific projects under discussion during the entire second day of the Retreat.
3. Use our “List of Publications” (attached to this sheet) to arrange to have the LatCrit law review symposia checked out to you and brought from your school’s library shelves to your office – every law library should have our law review symposia, with the possible exception of the LatCrit I symposium appearing in the Harvard Latino Law Review – but the entire contents of this inaugural symposium are posted on our website. Peruse their Tables of Contents, read some of the selections that attract your attention, enjoy the corpus of our collective work to become familiar with the symposia, and with how we might manage them better in the future, as well as to help you think about the “big picture” questions for the first day of the Retreat (as reflected in our writings).
4. Print out and keep handy the “Six Questions to Mull Over” that are attached to this sheet, and which we recently circulated via email in response to concerns about repetition and efficient use of out time together ... returning to those questions from time to time should help all of us consider both the particularities and the generalities before us – those questions should help ground us all in the need to go back and forth between the macro and the micro during the Retreat sessions. They also should help us stay focused on forward-looking, strategic-vision, long-term aims.
5. Set aside sufficient quality time to become familiar with the Retreat Notebook that you will receive in mid/late November (following the next Co-Chair Report, which you will receive next week). If necessary, review your copy of the memos and reports of the past year or so, and look at the relevant Exhibits for historical and background information. Mark up your copy of the Notebook in any way that you think is useful to your active participation in the decision-making that we must undertake at the Retreat sessions based on the information contained in the Notebook and other background documents. In addition to this Notebook, please feel free to circulate, and/or to bring with you, copies of any other documents that might be helpful to have handy.
6. Set aside time during the week or so before the Retreat to collect your thoughts and focus your creative energies on the substance and goals of the Retreat, and use the travel time to refresh yourself and your recollection of background materials so that you arrive in Vieques ready to work and play in divine surroundings!

We hope these six steps/suggestions are helpful to you, and that they will help us all to make the best use of our time together this December. Immediately below is the Revised Agenda and Schedule for your feedback. Thanks for your attention and solidarity!

List of Publications

Colloquium, *Representing Latina/o Communities: Critical Race Theory and Practice*, 9 BERKELEY LA RAZA L. J. 1 (1996).

Symposium, *LatCrit Theory: Naming and Launching a New Discourse of Critical Legal Scholarship*, 2 HARV. LATINO L. REV. 1 (1997) (LATCRIT I).

Colloquium, *International Law, Human Rights and LatCrit Theory*, 28 U. MIAMI INTER-AM. L. REV. 177 (1997).

Joint Symposium, *LatCrit Theory: Latinas/os and the Law*, 85 CAL. L. REV. 1087 (1997), 10 BERKELEY LA RAZA L.J. 1 (1998).

Symposium, *Difference, Solidarity and Law: Building Latina/o Communities Through LatCrit Theory*, 19 UCLA CHICANO-LATINO L. REV. 1 (1998) (LATCRIT II).

Symposium, *Comparative Latinas/os: Identity, Law and Policy in LatCrit Theory*, 53 U. MIAMI L. REV. 575 (1999) (LATCRIT III).

Symposium, *Rotating Centers, Expanding Frontiers: LatCrit Theory and Marginal Intersections*, 23 U.C. DAVIS L. REV. 751 (2000) (LATCRIT IV).

Colloquium, *Toward a Transatlantic Dialog: Spain, Latinas/os and LatCrit Theory*, 9 U. MIAMI INT'L. & COMP. L. REV. 1 (2000).

Joint Symposium, *Culture, Language, Sexuality and Law: LatCrit Theory and the Construction of the Nation*, 33 U. MICH. J.L. REFORM 203 (2000), 5 MICH. J. RACE & L. 787 (2000).

Symposium, *Class in LatCrit: Theory and Praxis in a World of Economic Inequality*, 78 DENVER U. L. REV. 467 (2001) (LATCRIT V).

Symposium, *Latinas/os and the Americas: Centering North-South Frameworks in LatCrit Theory*, 55 U. FL. L. REV. 1 (2003), 54 RUTGERS L.REV. 803 (2002) (LATCRIT VI).

Symposium, *Coalitional Theory and Praxis: Social Movements and LatCrit Community*, 81 U. OREGON L. REV. ____ (2003), 13 BERKELEY LA RAZA L.J. 113 (2002)(LATCRIT VII).

Symposium, *City and Citizen: Operations of Power, Strategies of Resistance*, ____ CLEVELAND MARSHALL L. REV. ____ (2004) (LATCRIT VIII).

Six Questions to Mull Over

As you know from prior communications, our first-ever Board-and-Friends Retreat this December 14-17 in Vieques is a two-part effort. First, it's an opportunity to step back from the rush of business as usual so that we can get a "big picture" group sense of where we are and where we want to go during the next several years. Second, this Retreat is an opportunity to discuss and decide as concretely and specifically as possible how we want to pursue whichever "strategic vision" we settle on, including how we intend to implement it during the next several years through the coordination of individual commitments and group actions based on the Retreat conversations. The key thing is to be able both to step back for big-picture purposes as well as to get really concrete so that we can plan and accomplish specific actions and goals. To do so, it might be helpful to think of the following six sets of questions, and perhaps to exchange thoughts in advance about how we can incorporate these kinds of questions into our Retreat sessions:

1. How do we envision the future of, and concretely plan for, the Annual Conferences, New & Junior Faculty Development Workshops and Annual Planning Retreats, which currently are "bundled" to take place together each may May, beyond LC10 in 2005 – in light both of our resources and commitments? Do we stop any/all of these events? Change them somehow? Do we keep the dates (early May) the same? Who will provide the sponsorships and sites? Who will organize the programs, mailings, etc? Can we establish a self-sustaining "Conference Core Group" that will carry on the work from year to year? If so, how/who do we begin securing the sponsorships and other resources now for our plans beyond LC10?

2. Apart from the Annual Conferences and related events, how do we assemble stable multi-year sponsorships for our expanded portfolio of discrete projects to ensure their fiscal viability from year to year? Are there schools/deans/other groups willing to enter into "critical partnerships" with us to sponsor and conduct a particular project or event from year to year? Are there 2-3 board members willing to do the work from year to year, both for immediate programming as well as for longer-term planning? If so, who are they for each project?

3. How do we allocate ourselves, as board members, individually and synergistically among the various projects in our portfolio based both on personal preferences as well as group needs in ways that, over time, also will help to spread out community memory, institutional knowledge and collective involvement in our various projects? What kinds of specific commitments are each of us willing to make during the next 2-3 years? How do our respective interests and commitments interconnect to create a Latcritical whole? How do we position ourselves, individually and collectively, vis a vis the projects and plans that we are discussing during the Retreat to accomplish the strategic vision that we decide to embrace as a group?

4. How do we upgrade and maintain our website, and organize our communications/outreach efforts, in sustainable and timely ways? How do we generate the content describing new programs or initiatives? How do we produce appropriate graphics? How do we manage to connect our publications to our website? How do we update the Primer periodically? How do we update the LatCrit brochure annually? Do we need more listservs? Is the E-Letter a good idea? Can we streamline communications, mailings, etc? What kinds of support systems and mechanisms do we need for website and communications? What kind of resources are necessary for a professionalized website and communications set-up?

5. How do we envision, and then should plan for, inter-generational transitions during the next several years? How do we begin cultivating a "core" next generation? How do we transmit knowledge and resources to ensure the continuation of our collective accomplishments?.

6. How should we modify our year-round operations, the composition, selection and administration of the board/officers, and the existing bylaws to reflect and facilitate the above? Should we expand the board? How and why – should we focus on students, international, interdisciplinary, intergenerational or some combination of all or some of these/others? What kinds of qualifications do we want? How should we plan the staggering of co-chair terms?

Obviously, to balance the big-picture perspective with the necessary concreteness and specificity to develop a post-Retreat plan of action, everyone will need to be informed about the topics under discussion beforehand ... so, as we have mentioned before, everybody at the Board-and-Friends Retreat is a veteran either of Board Meetings or Annual Planning Retreats, or both, and most Retreat participants have been receiving the same updates/reports via email and hard-copy mail since at least Cleveland, as will be the case between now and December (including the fall Co-Chair Report to Board/Friends Report in October 2003), all of which lead up to a “Retreat Notebook” that will contain all the background and current information that we anticipate needing on-hand during the Retreat sessions. We hope this advance preparation and lead-up will ensure that everyone is fully on the same page during our live time together in Puerto Rico, and that these Six Questions to Mull Over, together with the Retreat Agenda & Schedule Retreat Notebook, will enable us to spend our time together on “vision” and implementation rather than on background information. Mil gracias for your time, attention and energy!



LATCRIT, INC.

BOARD AND FRIENDS RETREAT

Vieques, Puerto Rico

December 14-18, 2003

REVISED AGENDA AND SCHEDULE

Day 1: Sunday, December 14, 2003: Overview and Intros

2:30 - 3:00 PM: WELCOME RECEPTION AND HUGS

3:00 – 3:30 PM: Overview Session: Substantive Review of Retreat Agenda and Goals

3:30 - 5:30 PM: Introductory Session: Big Picture Discussion:

- A. “Who are We”: Defining/Re-defining LatCrit Theory and Praxis (35)
- B. Critical Issues: Assessing Our Strengths and Weaknesses (35)
- C. “Strategic Visions”: Where/How Do We Want to Go From Here? (35)
- D. Recap and Summary: Bridging the General and the Specific (15)

5:30 - 7:30 PM: AFTERNOON BREAK (everyone on their own)

7:30 – 9:00 PM: GROUP DINNER – Toasts and Reflections

9:00ish – GROUP FIESTA!

DAY 2: Monday, December 15, 2003: Portfolio and Synergies

7:30 – 8:45 AM: HOSTED BREAKFAST

9:00 – 10:15 AM: Session 1: Our Basic Events/Projects:

- A. The Annual Conferences and Symposia: Beyond LCX (35m)
- B. The New/Junior Faculty Development Workshop (20m)
- C. The Annual Planning Retreat (10m)
- D. The LatCrit-at-AALS Hospitality Suite and Suite Events (10m)

10:15 – 10:30 AM: COFFEE & COOKIE BREAK

10:30 – 11:45 PM: Session 2: International Programs and Projects:

- A. The Critical Global Classroom (30m)
- B. The Student Scholar Program (20m)
- C. The Colloquium on International and Comparative Law (15)
- D. The NGO Project (10)

11:45 – NOON: COFFEE & COOKIE BREAK

NOON – 1:15 PM: Session 3: The IAUPR “Bundle” of New Projects:

- A. Overview of IAUPR “Bundle” (10)
- B. The South-North Exchange (15)
- C. The LatCrit Journal (to be named) (30)
- D. The Seminar on LatCrit Theory/Critical Outsider Jurisprudence (10)
- E. New Teach/Study-Abroad Opportunities (London and Venice) (10)

1:15 – 2:30 PM: GROUP LUNCH & BREAK

- 2:30 – 3:45 PM:** **Session 4: New Community Proposals and Initiatives**
 A. The K-12 Education Projects (Margaret Montoya) (25m)
 B. The Chicana/o-LatCrit Studies Project (Mary Romero and
 Kevin Johnson) (25m)
 C. The Externship Program (Thomas Mitchell) (25m)
- 3:45 – 4:00 PM:** **COFFEE & COOKIE BREAK**
- 4:00 – 5:30 AM:** **Session 5: Our Website and Means of Outreach/Communications:**
 A. The LatCrit Primer, Brochure, Flyer and Updates (20m)
 B. The LatCrit E-Letter and Annual Calendar of Key Dates (10m)
 C. The LatCrit Monograph Series (20m)
 D. The LatCrit Website and Maintenance (20m)
 E. The Cyber Classroom and Re-activation (10m)
 F. The Basic LatCrit Listservs (officers, board, project teams) (10m)
- 5:30 – 7:30 PM:** **AFTERNOON BREAK (everyone on their own)**
- 7:30 – 9:00 PM:** **GROUP DINNER – Global Reflections and Discussions**
- 9:00ish –** **GROUP FIESTA!**
- DAY 3:** **TUESDAY, December 16, 2003: Finances and Infrastructure**
- 7:30 – 8:45 AM:** **HOSTED BREAKFAST**
- 9:00 – 10:45 AM:** **Session 6: Basic Budget and Annual Needs/ Sponsorships**
 A. The “Basic” Bundle of Projects (20)
 B. The International Bundle of Projects (20)
 C. The IAUPR “Bundle” of Projects (15m)
 D. The Community “Bundle” of Projects and Proposals (20m)
 E. Grants and Other Funding Vehicles/Opportunities (30)
- 10:45 – 11:00 AM:** **COFFEE & COOKIE BREAK**
- 11:00 – 12:15 PM:** **Session 7: Crafting a Synergistic Plan of Action and Allocating Roles**
- 12:30 – 2:00 PM:** **GROUP LUNCH & Project Team Meetings**
- 2:15 – 3:30 PM:** **Session 8: Project Team Meetings**
- 3:30 – 3:45 PM:** **COFFEE & COOKIE BREAK**
- 3:45 - 5:30 PM:** **Session 9: LatCrit Board Meeting**
 A. By-Law Revisions: Drafting and Implementing (30m)
 B. Officers and Board: Composition, Terms, Operations (30m)
 C. Finances: Reserves Policy, Treasury Operations, Fundraising
 Campaign (sponsorships and grant-writing opportunities) (30m)
 D. Miscellaneous/New Business (15m)

5:30 – 7:30 PM: AFTERNOON BREAK (everyone on their own)

7:30 – 9:00 PM: GROUP DINNER – Concluding Thoughts and Toasts

9:00ish – GROUP FIESTA!

DAY 4: WEDNESDAY, December 17, 2003: Getting to Know Vieques

All day is free, and we will plan group community-building activities (like a group visit to the bioluminescent bay) ... as well as hang around the pool and explore fabulous, pristine beaches ... and we'll make special dinner plans to conclude our first-ever Board and Friends Retreat fittingly! *If possible, please plan your departure from San Juan for the late afternoon of Thursday, December 18th, to join in this fabulous day of LatCritical fun!*

9:00ish – GROUP FIESTA!

NOTE: FOR THE MOMENT, DISREGARD THIS PAGE. THANKS, FRANK

Agenda

I. Portfolio:

- 1) Basic Events: Conference and Symposium; Workshop; Retreat; Suite; Web; Primer; E-Letter
- 2) International Events: CGC; SSP; ICC
- 3) IAUPR "Cluster": SNX; Seminar; LCJ
- 4) New Initiatives: K-12; SJE; Chicano/o Studies

II. Finances:

- 1) Basic Budget
- 2) Annual Needs/ Sponsorships
- 3) Reserves – "Lock Box" Policy
- 4) Treasury Ops

III. Infrastructure:

- 1) Officers and Board
- 2) By Law Revisions
- 3) Memory, Knowledge, Community

IV. Communication:

COMMUNITY:

- Website: Contents/ Graphics- Expand
Missing Symposiums
Monographs – "Video Clips"
Maintenance
- Primer and Cyber Classroom (student-oriented)
- E-Letter and Annual Calendar

INTERNAL:

- Officers and Co-Chairs Chats
- ? – Conference; Retreat; ? ; Board
- Board Reports

EVENTS:

- AALS Hospitality Suite
- Annual Planning Retreat
- Board and Friends