



TRUST
INCLUSIVENESS
COLLABORATIVE COMMUNITY
INNOVATION & LEARNING
ACCOUNTABILITY
TRANSPARENCY

Owen Essentials are the 6 interrelated, guiding principles for how we interact and work with one another.

Trust is the core principle that is deepened and sustained through **Accountability** and **Transparency**. These enable an environment that fosters **Inclusiveness** of different viewpoints, backgrounds, and experiences and cultivates a **Collaborative Community** that is the hallmark of Owen at its best. Together they yield greater individual and collective **Innovation and Learning**.

By working with the Essentials in mind, we can deliver on Owen’s mission and strategy together.

Become Familiar with Owen Essentials

Each of the 6 principles is specifically defined and has a set of Everyday Behaviors. The Everyday Behaviors are key examples of how we might live out the principle. There are many other behaviors in which each of us can live out the Owen Essentials, so you are not limited to these Everyday Behaviors.

Refer to this cheat sheet often to remind yourself of the 6 principles that make up Owen Essentials.

<i>Principle</i>	<i>Definition</i>	<i>Everyday Behaviors</i>
Trust	Approach interactions and work with honesty and integrity. Treat everyone with respect and without favoritism or discrimination. Build trust so everyone can bring their full selves to the organization.	<ul style="list-style-type: none"> • Assume positive intent by giving others the benefit of the doubt. • Listen attentively to understand and seek clarify before responding. • Talk to the person, not about the person. Go to the source.
Inclusiveness	Embrace differences and find commonalities. Broaden your perspective. Value and respect diverse backgrounds, experiences, viewpoints, and work styles.	<ul style="list-style-type: none"> • Seek out conversations with people different from you and learn their story. • Share alternate points of view and opinions and encourage others to do so. • Practice patience and empathy. Think about what underlies someone else’s perspective. • Seek understanding in conflicts or disagreements. Remember you can disagree and still collaborate. • Be an ally. Speak up and advocate for others when the opportunity presents itself.

Principle	Definition	Everyday Behaviors
Collaborative Community	Value all Owen faculty, staff, students, and alumni. Strive to build meaningful relationships with one another and enhance each other's success – academically, professionally, and socially. Work collaboratively to accomplish shared objectives and eliminate barriers to fulfilling the mission of the organization.	<ul style="list-style-type: none"> • Seek to build meaningful connections across students, staff, faculty, and alumni. • Break through silos. Avoid the natural tendency to default to the same individuals or groups. • Work together to solve problems and shared challenges. • Support community members when they need help and when celebrating achievements. • Find and commit to ways to strengthen our community.
Innovation and Learning	Promote innovation and learning both individually and as an organization. Be curious; have the willingness to experiment and consider new ways of doing things. Be agile; continually look for ways to grow, adapt, and respond to changing situations and environments in small and big ways.	<ul style="list-style-type: none"> • Uncover what has been tried before and what can be learned from it. Look for ways to make advancements. • Encourage and support taking calculated risks to innovate. • Foster respectful debate in pursuit of individual and organizational learning. • Listen, ask constructive questions, and build on others' ideas. • Actively seek feedback to aid self-reflection and growth.
Accountability	Take ownership for what you say and do. Recognize your responsibility as part of Owen to make your projects, teams, programs, and classes the best they can be.	<ul style="list-style-type: none"> • Follow through on commitments. • Show consistency between words and actions. • If you identify a problem, raise it and seek a solution. • Admit when you make a mistake or don't have all the answers. Show support of others when they do the same.
Transparency	Openly communicate expectations, goals, follow-up actions, metrics, and check for understanding. Share knowledge generously.	<ul style="list-style-type: none"> • Communicate consistently, clearly, proactively, and as often as necessary. • Ask who else needs to know the information and share it with all relevant people. • Limit assumptions by explaining your thought process, even if it's in progress. • Explain the "why" behind decisions as much as possible.

Write one thing you will commit to in living the Owen Essentials. Find ways to hold yourself accountable.