

Meeting Norms:

- We will work together as a community that puts the needs of our students first.
- We will invite and welcome the contributions of every member and listen to each other.
- We will assume good intentions.
- We will critique ideas, not people, and disagree respectfully.
- We will maintain a professional and collegial environment (eg. raise hands before speaking, take turns speaking, and treat others with civility and respect).
- We will provide solution-oriented comments.
- We will be responsible for examining all points of view before a consensus is accepted.
- We will be fully “present” at the meeting by becoming familiar with materials before we arrive and by being attentive to behaviors which affect physical and mental engagement (eg. limit cell phone use and side conversations).
- We will honor our colleagues' time by being efficient, effective, and on task (remain focused on the agenda, and allow adequate time for others to voice their opinions by making comments succinct).