

Suggested Meeting Guidelines

In the spirit of mutual respect and understanding, we agree to the below guidelines for our participation in meetings.

1. We are responsible for respectful interactions with all those present.
2. We value respectful listening:
 - a. asking questions before telling your opinion;
 - b. no cross talk/interruptions;
 - c. suspending judgment; and,
 - d. taking pauses between people's stories/offerings.
3. We value speaking from our own experiences, telling our own stories, using "I" statements.
4. We value speaking honestly while trying to be as respectful as possible.
5. We encourage everyone to share their own thoughts/feelings/stories, but each member has the right to pass during go-arounds.
6. We will assist each other in using the appropriate language, but recognize that this is a learning process for all and do not want language to create barriers to open and honest dialogues.
7. We will ensure everyone is being heard.
8. We recognize that members have different experiences and comfort levels with various topics and that we want to foster an environment in which we can safely ask questions.
9. We respect each other's boundaries around any personal information shared, and we will be mindful in our sharing of diversity committee experiences if sensitive discussions happen to come up. We would continue to uphold professionalism as required by our agency's policies and practices, as well as maintain a healthy workplace culture.
10. We have a shared responsibility for meeting and committee success.