

## Discussion Agreements - Examples

- Listen respectfully to differences.
- Allow others to finish before you speak.
- Share 'air time.'
- Focus on the challenge or problem, not the person.
- Focus on our common purpose/goals.
- Focus on the Interest, rather than the solution
- Avoid jargon.
- Say what is important.
- Stay on topic.
- Assume each others' best intentions
  - Avoid assigning intentions, beliefs, or motives to others.
  - Ask others questions instead of stating untested assumptions about them.
- It's OK to disagree, but don't make it personal.
- Try to avoid drawing lines you can't cross
  - This would not limit anyone from expressing any severe concerns
- We try to create a safe place for deliberation
  - Not to use someone's openness against them
  - Social media restraint
    - Try not to post, share, like posts that speak about colleagues
- These are everybody's agreements and it's up to each of us that they're followed.