

Team Norms

Meeting Agenda



Considerations:

- 90 minutes. (A follow up meeting may be required if all topics aren't covered.)
- Cameras on, please!
- Come prepared with ideas to share.
- _____ will be note-taker.

Agenda:

1. Introduction (15 minutes)

- a. Welcome / Appreciations / Recognitions.
- b. Why Team Norms are Important.
- c. Process Overview - How our team norms will be co-created.
- d. Expectations for this meeting - How we can have a productive discussion.

2. Collaboration (20 minutes)

- a. Discuss thoughts and ideas around Collaboration "Key Questions."
- b. Capture collaboration norm ideas.

3. Communication (20 minutes)

- a. Discuss thoughts and ideas around Communication "Key Questions."
- b. Capture communication norm ideas.

4. Culture (20 minutes)

- a. Discuss thoughts and ideas around Culture "Key Questions."
- b. Capture culture norm ideas.

5. Closing (10 minutes)

