

CREATING TEAM NORMS

Consider your past experiences in team meetings. What happened in meetings that led the group to be more or less effective? What is your pet peeve in small group meetings? Use the tables below to answer these two questions and create 3-5 team norms to promote successful and productive meetings for your team.

What has worked well in meetings you have attended in the past?	Norms to Protect These Values

What are some turn-offs in meetings you have attended in the past?	Norms to Address Turn-Offs

AGREED UPON TEAM NORMS

1. _____
2. _____
3. _____
4. _____
5. _____

Discuss as a team how you will respectfully address a teammate if they violate an agreed upon team norm. Based on this discussion, agree upon your team norms for how your team will handle a member violating a norm on the 1st and 2nd violation. The administrative team has agreed that on the 3rd violation of an agreed upon team norm, administration will intervene to support the team and address the situation.

A Breach of Norms – Norm
1st Violation:
2nd Violation:
3rd Violation: Report to Administration

CREATING COLLECTIVE COMMITMENTS

Reflect on your past experiences working together on a team. What did each member need to do or how did they need to act/ behave in order for that team to reach its fullest potential? What qualities or traits do you want in the members of your team? Use the tables below to brainstorm your answers to these questions? Then, as a team, determine the collective commitments you promise to make to one another in order to help your team reach its fullest potential.

How do you hope your teammates act/ behave as a member of your team?	Collective Commitment to Protect these Values

What qualities or traits do you want in the members of your team?	Collective Commitment to Protect these Values

AGREED UPON COLLECTIVE COMMITMENTS

1. _____
2. _____
3. _____
4. _____
5. _____