

DISCUSSION GUIDELINES

“Rules about how we will conduct ourselves in these meetings”

1. Treat each other with respect and civility.
2. Give everyone a chance to speak.
3. Speak concisely, and listen without interrupting.
4. Focus on ideas and issues and not on people or their personalities.
5. Allow the facilitator to keep the group on topic and follow the agenda.
6. Work together in the spirit of collaborating to have the most constructive discussion and use of your time.
7. And please, *“No cell phones!”*
8. Other?