Civil Rights Leadership Team
Guidelines

How we will work together:

1. Our cell phones will be off or on vibrate so we can give our full attention to one another and to our work.
2. We will start on time, end on time, and return from breaks on time to respect everyone on the team and to ensure that we complete the items on our agenda.
3. We will be honest and straightforward with one another and ask for clarification when we do not understand someone else’s perspective.
4. Everyone on the team will function as a leader, taking responsibility for her or his part of the team’s operations.
5. One member of the team will be the facilitator for each discussion topic and will be responsible for keeping the discussion on track and moving toward closure.
6. We will rely on the team for generating creative thinking and problem solving. We will be willing to try on new ideas.
7. Each team member will maintain confidentiality around sensitive issues.
8. Each member will attend all meetings as planned.

How we will work with our Cooperative Extension colleagues:

1. We will respect personal and professional differences
2. We will use both/and thinking and speaking.
3. We will approach our work in a collegial manner as peers and coaches.
4. We will be realistic about the timelines we set for ourselves and others, respecting the workloads and commitments of colleagues.
5. We will carry out our work in a timely manner.
6. We will report our progress and value to our stakeholders
7. We will be accountable and formally report to the Dean and Director on a regular basis