

# GROUND RULES

- **RESPECT OTHERS**
- **LISTEN ACTIVELY**
- **BE ACCOUNTABLE**
- **TAKE RISKS**
- **BE OPEN**
- **Q-TIP**—Quit taking things too personally

# GROUND RULES

## RESPECT OTHERS

- Respect each other and the process
- Don't shame or blame others
- Assume each of us is coming from a good place (honest, genuine)
- Don't talk about people who aren't here

## BE OPEN

- Be open to others' stories & realities
- Be open to partially-formed ideas
- Learn from your mistakes
- Be open to a change of heart and mind

## LISTEN ACTIVELY

- Don't interrupt
- Use clarifying not interrogating questions
- Use "I" statements
- Don't argue, talk about ideas in a civil way—be respectful of others' ideas
- Keep side conversations to a minimum

## TAKE RISKS

- No retribution, hostility or harassment toward others for taking risks
- Discussions stay here
- Take risks, be authentic and speak your truth

## BE ACCOUNTABLE

- Participate to the best of your ability
- All of us are responsible for making sure all voices are heard
- You are accountable for what you do and say
- Hold each other accountable in a civil way
- Own your part of the problem or issue
- You are accountable for how you use information
- Be aware that you might be misinformed, or lacking information
- You are responsible for your learning

## Q-TIP

- Quit taking things too personally