

CCC Meeting Agenda:

January 16, 2019 (District Office Multi-Purpose Room)
3:30 p.m. – 4:30 p.m.

New Business

- 20 minutes
 - Nominate the Chair of the CCC Committee
 - Welcome new members
 - Review the CCC Charter
 - Review [Communications Plan](#)
- 35 minutes
 - Review the Survey Results
- 5 minutes
 - Plan date for next meeting

As always, CCC Members who have thoughts, concerns or questions are encouraged to send them to the committee via email for discussion at the next meeting.

EFFECTIVE COLLABORATION NORMS AND GUIDELINES

Suspend Certainty:

- Remain open minded.
- Commit to big picture, not personal interest. Inquire into the ideas of others before advocating for one's idea.
- Putting all ideas on the table, this creates meaningful dialogue and discussion.
- Presume positive intentions of each member, this can prevent unintentional put-downs.

Respectful Responses:

- Putting all ideas on the table, this creates meaningful dialogue and discussion.
- Presume positive intentions of each member, this can prevent unintentional put-downs.
- Pause before responding to enhance dialogue and decision making.
- Pay attention to self and others, be aware of what you are saying and how it is said as well as how others are responding.
- Paraphrase to indicate that you are an active participant and understand the conversation.
- Encourage a spirit of inquiry, balance advocacy with inquiry, so as not to rush to decision making nor leave issues without closure.