

## ESTABLISHING GROUP AGREEMENTS

In order to create a space where everyone can participate fully in a meeting, it can be helpful to have a list of values, or a code of conduct, by which the group is guided. You can come up with group agreements together during your first meeting and refer to them when necessary in future meetings.

Below are some suggestions for potential group agreements, but of course, it's up to you and your G/QSA to decide how y'all are going to run things!



- **Respect** - Give undivided attention to whoever has the floor.
- **One Mic/One Diva** - Simple. Only one person talks at a time.
- **Confidentiality** - What we say in this meeting stays in this meeting, unless someone is talking about hurting themselves or someone else.
- **"I" Statements** - When you are talking or sharing your feelings and opinions, it's important to speak from your own experience and not over-generalize. Use phrases like "I feel...," or "In my experience...".
- **Step Up/Step Up** - If you're used to talking a lot in meetings, practice stepping up your listening. If you're used to being quiet during meetings, practice stepping up your sharing.
- **Don't Yuck My Yum** - We can disagree with a person's point of view or preferences without putting them down.
- **Right to Pass** - It's always ok to pass (meaning "I'd rather not" or "I don't want to answer").

Remember these are just suggestions. Feel free to create agreements that feel best to y'all!

Also, don't be afraid to revisit or amend group agreements when necessary. This is about creating an environment in which everyone feels respected and comfortable participating.