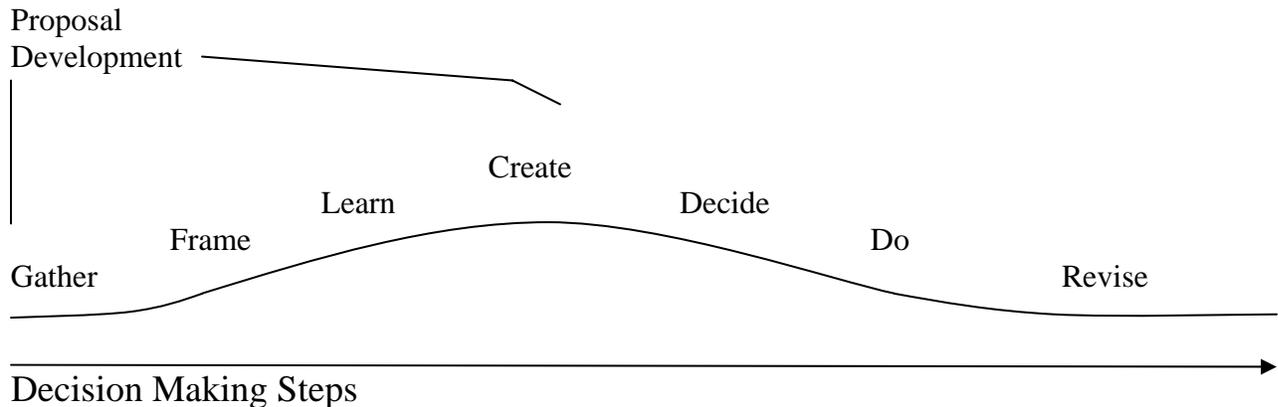


Group Decision Making Steps



1. Gather

Identify that which holds us together.
 What is our shared vision.
 What do we agree on that we want to change.

2. Frame

Process rules before substance
 Scope of authority
 Define the problem. Write the question.

3. Learn

Listening
 Understanding
 Separate facts from presumptions
 Equal access to information

4. Create

Share ideas and opinions
 Look for themes
 Shape one or two proposals
 Discuss a specific proposal, pros and cons
 Write it, revise it, understand it

5. Decide

Apply formal decision making rules
 Document the actual words

6. Do

Without action, things don't actually change

7. Revise

Always open to change

Steps to "Create" in a Meeting

Brainstorm ideas (may not be necessary if a proposal has already been developed)

Categorize ideas by theme (may not be necessary if a proposal has already been developed)

- Perhaps reflected by facilitator
- General agreement on categories

Present/develop a proposal

- Write it

Clarifying questions

Let's make sure we all understand:

- all information that's been presented
- all aspects of the proposal
- any additional information that sheds light on the issue

Discussion of the proposal

Opinions expressed - supporting and opposing

Let it run

- facilitator keeps track of alternative proposals and amendments
- facilitator keeps discussion focused on the question - makes use of the basket

Alternative proposal (s) floated

One at a time - keep track of which one you're on - dispense with each one

Nearing decision

Informal assessments, smaller revisions

Warning - about to call for consensus

Call for decision

