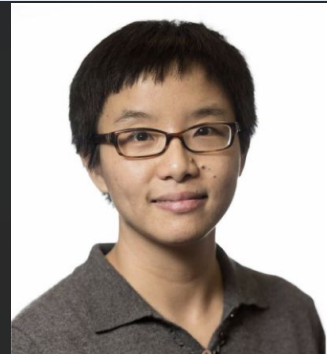




# Welcome to the summer meeting



**Kevin Reed**  
External AMWG co-chair  
Stony Brook University



**Hui Wan**  
External AMWG co-chair  
PNNL

***Peter Hjort Lauritzen***  
*Internal (NCAR) AMWG co-chair*

***Cecile Hannay***  
*AMWG Science Liaison*

**June 10, 2024**

Here we value respectful dialogue, please . . .



CGD's Vision: A Culture of Respect & Belonging

<https://www.cgd.ucar.edu/about/diversity>

Revised June 2023

Norm	Meeting Agenda and Action
Share the Air OR Share Speaking Time	MEETING AGENDA: specify time for individuals with different and varied perspectives  ACTION: Designate a facilitator (who encourages <b>sharing</b> ). Speak <b>concisely</b> when it's your turn.
Show Appreciation & Acknowledge Teamwork	MEETING AGENDA: Include <b>bright spots</b> as an agenda item; create collaborative time during meetings  ACTION: Include your <b>team member's name</b> on your slides, name who provided you with the idea
Listen to Understand	MEETING AGENDA: everyone <b>summarizes</b> ; write and <b>share</b> meeting minutes  ACTION: Ask real questions to <b>learn more</b> , not to argue - for example, "Tell me more"
Communicate Context	MEETING AGENDA: Items or discussion start with <b>background information</b>  ACTION: Describe the <b>goal/purpose</b> of the conversation/meeting
Value New Ideas & Encourage Innovation	MEETING AGENDA: specify time for new ideas/innovation,  ACTION: "Tell me more," and build on others ideas - "yes, that's great , <b>and.... (not but)</b> "
Offer Constructive Feedback	MEETING AGENDA: make time for <b>review and reflection</b>  ACTION: ask "what worked well?" Check your understanding. Ask "what feedback would be meaningful?"