

INSTRUCTIONS FOR GROUP WORK

PHI 205-601 Spring 2017

Students will work in Groups of approximately five people to lead Discussion Forums one time during the semester. As a group, you will develop a summary and response to a topic question, then post your response to the Discussion Forum and address any questions that arise. You will be placed in groups around the fourth week of the semester. In order to prepare for working as a Group to lead the Discussion Forum, each group will complete a series of tasks to develop policies and guidelines for working together.

Group Tasks: Imagine that you are part of a Philosophical Consulting Firm. Your company advises businesses, non-profit groups, communities, and government organizations to help them address challenging questions and dilemmas. To prepare for your group work this semester, each group will choose a name and develop policies and ground rules for working together.

- Develop policies, guidelines, and values for working together (worth 10pts on final grade)
 - Group Name
 - Begin by Brainstorming: generate a list of possible names together without evaluating/critiquing—just focus on generating as many options as you can.
 - Once you have a complete list, use Multi-Voting for everyone to identify their top three choices. Each person gets three “votes”: your top choice gets 3 points; your second choice gets 2 points; and your third choice gets 1 points. Collect all the points/votes from each person. Add up the points for each name, and identify the Name with the most points.
 - Use Preference Gradient Voting (see pdf file under “Group Resources” on Moodle) to check the level of support for the top name. Check to see if anyone has serious objections to the name. If there are no serious objections—no “ones” or “fists”—then adopt the name as your Group Name.
 - Ground Rules for Meetings
 - These are guidelines that govern how you work together. Review the pdf file on Ground Rules under “Group Resources” on Moodle. Generate your own list of 5-10 Ground Rules. You may select examples from the pdf file, or generate your own, or some combination. Use Preference Gradient Voting to see if anyone has objections to any of the Ground Rules you have selected/created.

- Primary Decision Rule (Majority Vote, Supermajority Vote, Consensus/Unanimity, Executive/Leadership)
 - This is the Group's Decision-Making protocol. Review the pdf file on Decision Rules under "Group Resources" on Moodle. Discuss the strengths and weaknesses of each rule. See if you can come to consensus on a Primary Decision Rule. Or, use Preference Gradient Voting to determine the rule with the most support.
- Guidelines for Giving and Receiving Feedback
 - Develop your own guidelines for how to give and receive feedback to each other on your group work. For example, think about your preferences on Format (face-to-face, email, phone, etc.) you like to receive feedback; When (immediately when something is up, or when you gather as a group, etc.); How (what are your guidelines for listening and speaking during a conflict—see the pdf file on NVC [Non-Violent Communication] under "Group Resources" on Moodle.)
- Exit Protocol (how will you handle "firing" a group member who is not working or participating respectfully). *Note: this protocol should be used rarely or never, and only after repeated efforts to resolve the difficulties. Inform the Instructor immediately when someone is removed from the group.*

Once your group has completed all of the above tasks, post a document with the results of your work (Name, Ground Rules, Decision Rule, Feedback Guidelines, Exit Protocol) on Moodle.

Once you have posted your work on Moodle, you are eligible to sign up for your preferred Discussion Forum. There is maximum of two Groups working as Discussion Leaders per Forum. Sign up on a first-come, first-served, and only the first two Groups who sign up for each forum will lead that forum. [Note: Discussion Forum 1 is not open for Group Discussion Leaders.]

For Each Member of the Group: Complete the Group Evaluation/Tasks on Moodle within one week of completing your group tasks. This Evaluation is worth 2pts on your final grade.

Discussion Forum

- Lead Discussion in one Discussion Forum (worth 15pts on final grade)
 - Choose one Topic/Discussion Forum to Lead
 - Use Multi-Voting, your Decision Rule, or Preference Gradient Voting to decide your top choice for a Discussion Forum to lead.
 - Sign up for your preferred Discussion Forum on the Sign Up Forums on Moodle. There is a maximum of two Groups working as Discussion Leaders per Forum. Sign up on a first-come, first-served, and only the first two Groups who sign up for each forum will lead that forum. [Note: Discussion Forum 1 is not open for Group Discussion Leaders.]
 - Post Summary/Response to the DF Topic by the due date
 - The due date for posting your Group Summary/Response will be Tuesday at Midnight for the week of your Discussion Forum.
 - The Summary/Response should represent the work of all group members.
 - Facilitate conversation on the forum, and address a variety of questions posted in reply to your position (engage in dialogue with student replies).
All group members should participate in discussions on the Forum.
 - Each member should respond to other students' questions and posts, and foster conversation on the topic.

For Each Member of the Group: Once you have finished your Discussion Leader work (including leading the conversation, so wait until after the Forum is closed), complete the Group Evaluation/Discussion Leaders on Moodle within one week. This Evaluation is worth 3pts on your final grade.