

Team name: Dream Team (James, Lupita, Cierra, Dylan)

Mission Statement: Our team is here to brighten life, through engagement we ensure that we connect with each other positively

General Expectations:

- We will work hard
- We will collaborate and respect each other
- Plan to come together to come up with a schedule for meeting up within the next 48 hours
- We will create a whatsapp group to communicate. Dylan to create the group
- Keep it positive and engaging
- Spread sunshine

Meetings:

- Plan and schedule next meeting after every meeting. We will meet via zoom Saturday or Sundays. Check with Cierra what works for her. Meeting times to be discussed in the whatsapp group
- Meeting One:
 - Discuss questions and make a plan for the charter for Lupita to interview her team.

Communication:

- Technologies: zoom and whatsapp. Respond to communications within 24 hours. Communicate if you have to miss a meeting or can't make it. Everyone is allowed one missed meeting. Give people a heads up if you are not able to make it.

Decision Making and Conflict Resolution:

- If there are disagreements, we vote and the majority goes. If it's a tie, we will discuss and treat each other with kindness
- Plagiarism and AI will not be permitted.
- If you don't like something, just say it. We create an environment where disagreements are ok and your opinion is encouraged.

Leadership:

- We all have a say and will respect each other's opinions.

Responsibilities:

- We should all put in equal effort.
- Roles:
 - Dylan in charge of whatsapp/communication. Dylan to add Cierra to google doc. Research dates and timelines, add that to group chat.
 - Lupita will contact a team. Lupita might be in charge of interviewing the team on her own, as they are her contact and know her.

- James to contact Cierra and let her know
- Our first meeting will be about coming up with actual questions and charter for the team.

Accountability and Rewards:

- Our reward will be a pizza party at the end
- How will we ensure workload is distributed equally?
 - Mainly honors system. Everyone contributes.

Possible Clients for External Chartering Project:

- Option One: COPE (Community outreach and public engagement)
- Option Two: OIP (outpatient infusion program) Team Sutter Health
- Option Three: Church groups