

Team Working Agreement

Term: Winter 2021

Creation 1/11/2021

1) Group Identification

Instructor – Thomas Powell

Team Name– Powell Rangers

1) Team member info:

NAME:	EMAIL:	PHONE:	
Anastasiia Makhniaieva	amakhnia@ucsd.edu	(510) 953-0073	
Nick Krolikowski	nkroliko@ucsd.edu	(949) 322-9814	
Anshul Birla	anbirla@ucsd.edu	(858)-485- 1087	
Daniil Magaril	dmagaril@ucsd.edu	(858) 414-8837	
Ryan Nishimoto	rnishimoto@ucsd.edu	(408)-455-7802	
Kewen Zhao	k4zhao@ucsd.edu	(312)-868-6480	
Kyeling Ong	k8ong@ucsd.edu	(510)-888-1295	
Ravindran Gabriel Tapia	rtapia@ucsd.edu	(818)-235-9662	
Michael Vu	mtvu@ucsd.edu	(714)-697-4770	

2) Primary Means of Communication and Expectations

We will all be communicating on Slack. The expectation is for each member to read and respond to messages within 24 hours (liking or disliking messages).

3) Scheduling Meetings (Schedule at least one meeting as part of constructing your team agreement.)

Agreed upon means of scheduling meetings: We will meet Mondays 8-9pm, Tuesdays 8-8:30 pm, and Thursdays 3:30-4:00pm.

The co-leaders will send out scheduled Zoom meetings at least 12 hours in advance together with the agenda for the meetings. Team members shall let co-leaders know if they can not attend and we will make accommodations, such as recording videos. Times were agreed upon via when2meet and each team member's availability.

As per the policy, we shall also check in daily on Slack by letting everyone in the team know how they are doing on their part of the project and if they have any issues..

4) General Responsibilities for All Team Members

Always be communicating with each other, create an environment for psychological safety through positivity and constructive feedback, and work with a growth mindset.

6) Conflict Resolution

If a team member is not meeting deadlines, the team agrees to first reach out to the co-leaders via Slack, then they would set up an individual meeting to discuss any issues or problems the team member may be facing to address the problem before bringing the issue to a TA or professor.

7) Expectations of Faculty and TA's

If a team member fails to live up to this agreement, the situation may be reported to the staff, but the team will still be responsible for submitting a completed assignment. Staff will be available to meet with teams to resolve issues.

8) Team Signatures

A handwritten signature in black ink, appearing to read 'Kyeling Ong', with a stylized, flowing script.

Kyeling Ong
1/18/21