**Team Constitution**

**01/22/2025**

**Goals:** develop team norms, develop a shared understanding of expectations and develop a clear policy of identifying and handling issues.

**Outcome**: minimization of the probability of negative conflict and maximize team effectiveness.

**Project Name/Team Number: 4 HydroExplore**

**Project Team Members’ Names and Sign-off:**

|  |  |
| --- | --- |
| **Name (Print & Sign acknowledging your understanding and acceptance)** | **Date** |
| **Humzah Naved** | **1/22/2025** |
| **Owen Egan** | **01/22/2025** |
| **Michael Dunlap** | **01/22/2025** |

**Code of Conduct/Team Norms:** As a project team, we will:

* Hear ideas from everyone and consider them.
* Give/get clarification on ideas if someone does not understand.

**Participation:** We will:

* Be respectful and communicate if absent, then we will make up work missed in that time frame.

**Communication:** We will:

* Have 24 hours to respond or answer questions/conversations

**Meeting Guidelines:** We will:

* Communicate when we are available and meet up on times that work. (if not available, they forfeit their ability to decide)

**Problem Solving:** We will:

* 3 Strike Policy – governs everything but attendance.
  + Strike Penalty – for each set of 3 strikes, a member will receive a one letter grade reduction in their project score in relation to the overall project team score.
  + Strike Determination
    - If a team member acts in a way that another member feels is a breach of the team contract or goes against the team’s overall goal, a team vote will be taken. If everyone but the accused member votes that a violation has occurred, the accused member will be given a strike.  If any abstentions or no votes are received, a strike will not be given.
* Attendance:
  + Each person will be allowed one unexcused absence. Each additional unexcused absence will result in a 5-point deduction of their project score relative to the team score.
  + An absence can be excused by either Dr. Gannon or if the whole team agrees that it is a valid reason. The Group votes first, if there is no agreement, then the professor will be pulled into the decision making.
  + The attendance requirement does not fall under the three-strike policy.