



Culture in Action: Meeting Agenda

Each 90-minute session follows a standard agenda, working through each of the seven practices and digging into one or more specific TENSIONS.

As you go through the initial course, you may want add 15-30 minutes to the beginning of each session to discuss the specific practice you're focusing on in that session.

PRESENCE * FOCUS * STORIES * TENSIONS * CONVERSATIONS * ACTIONS * APPRECIATION

Step 1: Lay the Foundation (25 min)

Practice Presence (2 min)

In silence, each participant should take one or more deep breaths and let themselves become present, open, and aware.

Practice Focus (2 min)

Still in silence, each participant should think about what they are experiencing and intentionally direct their attention to what is important at this particular time.

“Check-In” (10 min)

Group members should “check in” by saying they are PRESENT and ready to dive in. If they like, they can briefly share what’s competing for their attention or making it difficult to be PRESENT and FOCUSED. No need to go in any particular order – each person can speak up when they are ready.

Share Stories (10 min)

Group members should share STORIES that highlight the best of the team’s day-to-day interactions – it’s culture in action – that are brief (a few sentences), recent (within the last week or two), and specific (what somebody did, not how somebody is). No need to go in any particular order, and not everybody needs to share a STORY.

Step 2: Address Tensions (55 min)

Name Tensions (10 min)

Recap the TENSION(S) and ACTION(S) from the last session. Share additional TENSIONS people would like to discuss today. Agree on which TENSION(S) you will address during the current session.

Hold Conversation (35 min)

Discuss the agreed-upon TENSION(s) with open-mindedness and creativity. Explore ways you might deal with – or choose to live with – the TENSION. Pay attention to all voices.

Agree on Actions (10 min)

Agree on specific ACTIONS – who will do what by when. Write it down.

Step 3: Wrap Up (10 minutes)

Appreciation (10 min)

Group members should name specific things they valued during today’s session. As with STORIES, there’s no need to go in any particular order, and not everybody needs to share an APPRECIATION.