

[TEAM EPSILON- MEETING #1 TPC]

Team Process Gains & Losses:

Our first meeting as Team Epsilon was, as a whole, relatively successful and productive. Everyone had the opportunity to voice their opinions, with little interruption and side conversations. The biggest struggle and process loss throughout the meeting was time management. The conversation didn't seem to flow appropriately or consistently, and we would often spend too much time discussing one topic. In these cases, it was difficult to come to an actual decision on what to physically record as a rule, goal, and procedure for the group. We benefited as a team from all of the ideas and perspectives, but lagged behind when it came down to making a final decision. It would be very helpful if the timekeeper stepped in more often to keep the meeting on track. Also, most team members had many solid opinions and are not afraid to speak up, but it is important that we let the PF perform their role. This will help the discussion flow easier and ensure that all topics are covered and given enough time. Another area of improvement is with the role of the scribe. Throughout the discussion, the scribe had so much to copy down that it seemed a little difficult for her to add to the conversation and topics at hand. Giving the scribe opportunities to gather his or her thoughts and speak would be beneficial in future meetings. Overall, we reached our team goals, worked well as a group, and developed many great ideas, but we can improve in the areas of sticking to our roles and time management.

Primary Facilitator: Trevor (+)

Helped keep the conversation moving and made sure to keep the main ideas of the discussion in mind. Would often get shut out or interrupted during the conversation, though, so improvement could be made with taking charge of the direction of the discussion.

Team Process Critique: Janelle (+)

Made observations and took notes on the group meeting in terms of team based process gains and losses.

Spokesperson: Tom (+)

He made sure that his voice was heard a few times throughout the conversation, gave good feedback, and made decisions. However, he could have spoken up more often throughout the meeting and provided more input.

Scribe: Kelsey (+)

Did a solid job copying down the goals and rules in a timely manner, but struggled a little with the schedule. She worked quickly and efficiently given that our conversation went up to the last minute of class.

Devil's Advocate: Daniel (+)

He worked very well within this role. He constantly gave his opinions and wasn't afraid to challenge the rule and goals that were put forth by other members of the group. Improvements could be made by taking less control of the conversation and letting the PF direct the flow.

Time Keeper: Matt (-)

He let other group member's know the time only a few times throughout the meeting. We could have used more help in this area, as we rushed to wrap up the conversation and write down goals. We became very pressed for time in the end, so we needed more direction and guidance in this area earlier on.

Very good TPC, Janelle!

Any analysis of secondary facilitation?