

Sustainability and the Campus Group Contract Signature Form

Collaborative groups are an effective aid to learning, but to work best they require that all group members clearly understand their responsibilities to one another. These collaborative group ground rules describe the general responsibilities of every member of your group. You can adopt additional ground rules if your group believes they are needed. Your signature on this sheet indicates your commitment to adhere to these rules and expectations.

All group members agree to:

1. Come to **class and group meetings** on time.
2. Come to class and group meetings with assignments and other necessary preparation done.

Additional ground rules:

1. Everyone comes prepared and ready to share ideas and participate.
2. If someone skips a meeting we will allocate them work to finish.
3. If you are late to a meeting by fifteen minutes or more we will allocate you more work.
4. After missing two group meetings without notifying someone else prior to the meetings we will talk to Dr. Savanick Hansen.
5. There will be a designated email "secretary" who will send emails the day before/of the meetings to remind group members.
6. A group member will not receive credit for work that they did not participate in doing.
7. Although meetings should be fun and somewhat social we also need to stay on focus as a group and all members are held responsible for this.

Group member	Phone number	email

If a member of the group repeatedly fails to meet these ground rules, other members of the group are expected to take the following actions:

Step 1: Have the whole group address the issue and come up with a resolution.

If not resolved:

Step 2: Bring the issue to the attention of Dr. Savanick Hansen.

If not resolved:

Step 3: Meet as a group with Dr. Savanick Hansen.

As the course instructor, Dr Savanick Hansen reserves the right to make final decisions to resolve difficulties that arise within the groups. Before this becomes necessary, groups should try to find a fair and equitable solution to the problem.

Members' signatures:

- | | |
|----------|----------|
| 1. _____ | 3. _____ |
| 2. _____ | 4. _____ |