

Feedback on Decision-Making Process

Team:

Date:

Please rate the following statements on a scale of 1–5, with one being lowest and 5 being highest. Use N/A if any don't apply. Below the statement, in italics, is the indicator of an effective decision-making process that we're aspiring to demonstrate.

| Indicators of Effective Decision Making | Rating |
|---|--------|
| The facilitator clearly identified when we were making decisions. <i>Everyone is clear about decision-making moments.</i> | |
| I was clear about the empowerment level we had in making today's decision. <i>Everyone knows his or her level of empowerment in the decision.</i> | |
| The people who needed to be involved in this decision were present. <i>The right people are present—the key stakeholders and decision makers.</i> | |
| The decision-making process we used (consensus, multivoting, majority voting, compromise, unilateral decision) felt appropriate. <i>Everyone knows what kind of decision-making process will be used and is willing to use it.</i> | |
| Team members used active listening and paraphrasing. <i>The conversation has a clear structure so that the discussion is objective, is focused on ideas and facts, and doesn't become personal and emotional.</i> | |
| People listened to each other's ideas. They weren't just arguing their own points. <i>The conversation has a clear structure so that the discussion is objective, focused on ideas and facts, and doesn't become personal and emotional.</i> | |
| There was objective debate about ideas and healthy conflict. <i>Ideas are freely exchanged and considered.</i> | |
| Everyone fully participated, and there was equal participation between members. <i>No individual or subgroup dominates.</i> | |
| The facilitator managed unproductive conflict well. <i>If the decision-making process stalls, the group stops and reflects on its process and seeks ways to move forward.</i> | |
| Our time was well managed and well used. <i>The conversation has a clear structure so that the discussion is objective, is focused on ideas and facts, and doesn't become personal and emotional.</i> | |

Exhibit 8.6

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| We had true closure—the decision was clear. <i>Discussions end with a sense of closure and clear next steps.</i> | |
| We closed with action plans and next steps. <i>Discussions end with a sense of closure and clear next steps.</i> | |
| I think that the final decision is one that everyone can live with. <i>Discussions end with a sense of closure and clear next steps.</i> | |
| Overall, I feel that this was a healthy and positive decision-making process. <i>The team engages in a reflection on the decision-making process.</i> | |
| What suggestions do you have for improving our next decision-making process? <i>The team engages in a reflection on the decision-making process.</i> | |