Examples of Ground Rules

for Juror Conduct During Meetings

The following are some **examples** ofground rules that have been shared with CGJA by grand juries from around the state. Each jury should adopt its own ground rules and abide by them.

**Ground Rules Example 1:**

* Everyone participates. No one dominates.
* One speaker at a time. Don’t interrupt.
* The foreperson or chair controls the floor. Raise your hand to be acknowledged.
* Listen to understand others’ points of view.
* No sidebar conversations.
* Keep an open mind.
* Speak so that everyone can hear you.
* Keep your comments brief.
* Contribute constructively to discussions.
* Focus on the issue at hand.
* Keep a team mentality.
* Treat grand jury members with mutual respect, trust, and dignity; assume they are acting in the best interest of grand jury business.
* Never undermine other grand jury members, either directly or indirectly.
* Strive for consensus:
* Work to resolve disagreements.
* If necessary, seek assistance from others.
* Be prepared to accept and support resolution.
* Ask for and give help; welcome help when offered.
* Strive to understand and support the grand jury's goals and strategies.
* Use an agenda.
* Record issues and action items (what, who, when).
* At the end of each meeting, evaluate it (what worked/suggestions for improvement.)
* Have fun!

**Ground Rules Example 2:**

* We will turn off and put away our mobile devices.
* We will be on time for all meetings and stay until the meeting is concluded.
* We will phone, text, or email the foreperson or the office if we will be late or for an excused absence.
* We will come to meetings prepared.
* We will speak honestly and share all information that is relevant.
* We will respect the right of all to a full, uninterrupted expression of opinion.
* We will use words and actions that are respectful of each other.
* We will not resort to name calling or bullying.
* We will accept the legitimacy of the views of others and will expect others to accept the legitimacy of our views.
* We will give the same priority to solving the concerns of others as we would like them to give to our concerns.
* We will give the successful completion of each meeting our highest priority.
* We will share in the commitment to listen carefully.
* We will ask questions to understand, not to defend our individual positions.
* We will make statements to explain and educate, not to convince.
* We will not put down others with whom we may disagree.
* We will strive for consensus.
* We will be inclusive and will not form cliques.
* We may dress casually for meetings, but we will wear “business casual” attire when we conduct interviews, unless we agree beforehand to some other type of attire.