

**When did you start observing?\***

**When did you finish observing?\***

**How does the committee generally make decisions?**

**Hand Vote  
(raising hands)\***  ▼

**Voice Vote\***  ▼

**Paper Ballot\***  ▼

**Electronic Voting  
Pads\***  ▼

**Acclimation\***  ▼

**Consensus\***  ▼

**Other\***  ▼

**If Other is selected above - Please elaborate**

**What methods were used to make decisions?**

**Consensus\***  ▼

**Robert's Rules of  
Order\***  ▼

**Quasi Committee**  ▼

**of the Whole\*****Other\*** ▼**If Other is selected above - Please elaborate****When does the committee rely on Robert's Rules of Order?\***

- For efficiency
- Recording a vote
- Controlling the room
- Protecting minority voices
- Disagreeing
- Speeding up decision making
- Encouraging discernment
- Not Used
- Other

**If Other is selected above - Please elaborate****When are alternate processes used?\***

- For efficiency
- Protecting minority voices
- Controlling the room
- Recording a vote

- Disagreeing
- Speeding up decision making
- Encouraging discernment
- Not Used
- Other

**If Other is selected above - Please elaborate**

**What PATTERNS of participation do you notice?**

**Women\***

----- ▼

**Men\***

----- ▼

**Persons under 45\***

----- ▼

**Persons over 65\***

----- ▼

**Asian/Pacific Islander/Native Hawaiian Persons\***

----- ▼

**Black/African American/African Persons\***

----- ▼

**Latinx/Hispanic Persons\***

----- ▼

**Other: Native Am/Indigenous, Middle Eastern\***

----- ▼

**White/Euro-American Persons\***

----- ▼

**Multiracial  
persons (2 or  
more races)\***

**What PATTERNS of participation do you notice?**

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**Ruling Elders  
(REC)\***

**Teaching Elders  
(TEC)\***

**Young Adult  
Advisory  
Delegates  
(YAAD)\***

**Other advisory  
delegates (TSAD,  
MAD, EAD)\***

**Who SPEAKS more?\***

- Men
- Women
- White persons
- Persons of color
- Teaching Elder Commissioners
- Ruling Elder Commissioners
- Advisory Delegates
- Resource persons
- Persons under 45
- Persons 45-64
- Persons 65 and older
- Committee Leaders
- Overture Advocates

**Who SPEAKS less?\***

- Men
- Women
- White persons
- Persons of color
- Teaching Elder Commissioners
- Persons under 45
- Persons 45-64

- Persons 65 and older
- Ruling Elder Commissioners
- Advisory Delegates
- Resource persons
- Committee leaders
- Overture Advocates

**Who participates MORE in committee and work and discussion?**

Male TEC\*  ▼

Female TEC\*  ▼

Male REC\*  ▼

Female REC\*  ▼

Male YAAD\*  ▼

Female YAAD\*  ▼

Male Other (TSAD/EAD/MAD)\*  ▼

Female Other (TSAD/EAD/MAD)\*  ▼

**Whose voices are MOST influential by RACE?\***

▼

**Whose voices are MOST influential by AGE?\***

▼

**Whose voices are MOST influential by GENDER and ROLE?\***

▼

**Individuals from \_\_\_\_\_ IMPACTED final committee action with their participation**

White men\*  ▼

Men of Color\*  ▼

White women\*  ▼

**Women of color\***

 ▼

**Younger white persons (under 40)\***

 ▼

**Younger POCs (under 40)\***

 ▼

**Older white persons (60+)\***

 ▼

**Older POCs (60+)\***

 ▼

**How is the meeting room set up?\***

 ▼

**Where were frequent participators sitting in relation to the Committee Moderator?**

**Front Row\***

 ▼

**Middle Row (if applicable)\***

 ▼

**Back Row\***

 ▼

**I noticed persons needing the following accommodations/assistance?\***

- Mobility issue
- Blind
- Hearing impaired
- Requiring accommodation, but not given assistance
- Deaf
- Visually impaired
- Language Interpretation
- Other
- Not Observed

**If Other is selected above - Please elaborate**

**How was adequate time given for the committee member to participate?\***

- Breaks were long enough for all
- Permission given to move/express, as needed, allowed for committee members
- Added time given for members using interpretation
- Open hearings assigned adequate time for interpretation
- Sensitivity to and appreciation of body needs given
- Not Observed
- Other

**If Other is selected above - Please elaborate****When I observed interpretation assistance being provided, it was...\***

- Spanish
- Korean
- American Sign Language
- No Interpretation
- Not Observed
- Other

**If Other is selected above - Please elaborate**

**The TONE of the meeting is (during your observation)**

Positive\*

 ▼

Negative\*

 ▼

Tense\*

 ▼

Open\*

 ▼

Other\*

 ▼**If Other is selected above - Please elaborate****When does the committee turn to prayer?\***

- Beginning of the meeting day
- End of the meeting day
- Before voting/deciding
- After voting/deciding
- When there is tension
- Other

**If Other is selected above - Please elaborate**



**What else did you notice about the PROCESS of the committee and its effect on participation?**

Save