



## Consensus Process for National Study

1. Local Consensus
  - a. Members review materials provided by study committee before session
  - b. Members meet to discuss consensus questions (quorum not required but we usually report number of participants; only members participate but others may observe)
  - c. All points of view are heard with an open mind and respected (emotion, irrationality and bias are left on the doorstep).
  - d. Opinions of study committee members do not count any more than anyone else's
  - e. Questions for information or clarification are addressed by study committee or discussion leader
  - f. No one speaks twice before everyone who wants to speak has spoken once.
  - g. Discussion leader tries to sense whether/when group reaches consensus on each question and on what answer (if multiple choice answers)
  - h. Consensus is an answer or statement that everyone is 'comfortable with' or 'can live with'. Consensus is not a vote. Significant minority opinions are recorded.
  - i. Consensus is not rushed
  - j. Not being able to reach consensus is a valid result
  - k. Recorder records consensus on each question (or lack of it) and any qualifying comments as directed by discussion leader. (Recorder is not a note-taker.)
  - l. Recorder reads notes back to group for review and agreement at end of session
2. Local board reviews recorder's report and endorses it as a correct representation of the results of the consensus meeting. Board may make modifications to better reflect consensus results if necessary. Results of our local consensus discussion are not revealed to the public.
3. Discussion leader or designee submits results to national committee electronically, including any qualifying comments.
4. Evaluation of consensus at national level
  - a. Each national study committee decides how to determine consensus for its study based on past experience with previous studies.
  - b. Quantitative: the study committee has tried to structure the questions and answers so it will be clear whether there is consensus or not on any given question or question set.
  - c. Quantitative measures were put in place prior to the National Popular Vote study and these will be reviewed for current relevance.
  - d. Number of LWVs participating: on a % basis, this has been fairly consistent over the years and this measure could be used as a benchmark for this study
  - e. Qualitative: ASU analytical software called CRAWDAD looks at written comments for themes and strength of thoughts and thought units. Has been effective when used for recent education studies.
5. National study committee drafts position based on elements of consensus, or declares no consensus if they do not find any.
6. National board reviews consensus evaluation and position and approves it. LWVs may act on it after this point.
7. New position is affirmed at following national convention.

mtb

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