

Changing Your Meetings Culture

Meetings are an important and tangible aspect of the broader organizational culture. Organizational culture is most simply described as the shared set of beliefs and expectations about “how we do things around here” – your meetings culture is indicative of how your organization believes, behaves and accepts “how things should be done in meetings around here”. Meetings are an aspect of an organization’s culture, and like other cultural elements, it can be redefined and changed to enhance your organization’s effectiveness. Given how much time most people spend in meetings and the hidden costs that come with that time investment, taking control of your meetings culture is critical to business success.



If you look around the room in most corporate meetings, there is a lot of money being burned by the minute.

***- Bob Hagerty
CEO, Polycom Inc.***

Senior executives set the tone and model the way for meetings as well as other aspects of organizational culture. Therefore change needs to start here:

- Enhance the Executive Team’s awareness of what is working and not working with meetings today
- Assess the current meetings line-up for purpose, attendees, cadence, ownership, in-meeting behaviors and desired outcomes; change as needed to increase effectiveness
- Create a new contract for appropriate and inappropriate meeting behaviors and protocols, developed and agreed to by the Executive Team
- Develop mechanisms for holding each other accountable for this new meetings behavior and, just as importantly, extinguishing old, undesired behaviors
- Develop and execute an effective cascade of training and communications to share this new cultural norm with the rest of the organization
- Establish criteria to check progress, adjust course, and monitor success post- implementation of this new meetings contract

Michelle has extensive experience working executive teams on their organizational culture, including how to leverage meetings more effectively to drive organizational performance. Her experience includes work with hospitality, utilities, telecommunications, financial services, technology, consumer goods and not-for-profit organizations to define their desired cultural future state and transform the organization to that vision.