FSU EOAS URGE pod meeting
Session 1 - Racism and definitions
January 27th 2021, 1PM EST

Deliverables

1) Pod ground rules

• Everyone should feel like they could be heard
  ‣ Give an ending to statements so others don’t interrupt
• Listen actively - respect others while talking
• Everyone has 2 mins to talk during each pod meeting; quieter members get an opportunity
  ‣ 1 minute response to statements allowed
  ‣ “Take space and make space”. Be aware.
  ‣ Note: this is not a requirement - but the opportunity is there
• Be able to speak openly without judgement
  ‣ Take into consideration people come from different backgrounds
  ‣ Assume that people have good intentions and are coming from the right place
• Try to speak from own experience
  ‣ Use I statements rather than generalize
• Fine not to agree but stay respectful
• An agenda will be circulated before each meeting
  ‣ First half: discuss subject of the week
  ‣ Second half: New thoughts and ideas, progression of ideas, any other issues.
• Try to make sure we use accurate vocabulary
  ‣ Learn new vocabulary, share words, offer vocab to ensure understanding
• Cameras should be on for all participants
  ‣ “Active listening”
• Everyone is welcome
  ‣ Even if they know they’re not at their best
• Have an ending - formalize an end time
  ‣ Meetings are scheduled to last 1 hour
  ‣ If people want to stay on and talk then that’s fine
• Power-dynamics in hierarchy
  ‣ Don’t be condescending
• 3-5 key takeaways from discussion should be noted in the last 5 minutes

2) Process of decision making

We tried to come to a consensus on how to make decisions, but opinions were voiced that pointed out that women are often first to compromise and that people may feel more put out by a compromise than voicing their opinion and then being overruled.
Pod-leader feels it is important, depending on the deliverable, and without forcing people to agree, to attempt to form a consensus through communication and learning of the different viewpoints, but if we cannot within our time constraints, we will make decisions through majority vote. If there is a clear dissenting opinion, and it is appropriate, we keep an option to formalize an alternative opinion.

3) Division of labor

Pod-leader Kellerman has set up a bi-weekly meeting for the duration of the curriculum, and will take attendance and post deliverables. Co-leaders Sparrow and Holt will take over leadership role if Kellerman is absent. Hawkings will take notes at the meetings unless otherwise delegated. Kellerman will look ahead at Session 2 and delegate responsibilities for the next meeting and then we will assign/volunteer for tasks weekly as needed (e.g. schedule meeting with organizers, read supplementary docs, draft next meetings deliverables).