



Unlearning Racism in Geoscience

Guidelines for the Cardiff Earth and Environmental Sciences URGE Pod

1. Ground Rules

1. Listen actively -- respect others when they are talking.
2. Speak from your own experience instead of generalizing ("I" instead of "they," "we," "you").
3. Create a welcoming atmosphere: Do not be afraid to respectfully challenge one another by asking questions, but refrain from personal attacks -- focus on ideas and problems rather than people.
4. Participate to the fullest of your ability -- community growth depends on the inclusion of every individual voice.
5. Instead of invalidating somebody else's story with your own spin on their experience, share your own story and experience.
6. The goal is not to always agree -- it is to gain a deeper understanding.
7. Be conscious of body language and nonverbal responses -- they can be as disrespectful as words (even over Zoom!)
8. Assume everyone's good intentions but also acknowledge the impact of saying something that hurts someone else, even if it is unintended. Refrain from judging members who miscommunicate thoughts.
9. Maintain confidentiality. All stories shared in this space stay in this space unless explicit permission is given by the person sharing the story that it can be shared in another setting.
10. Everybody's views are equally valid; everyone who wants to contribute in a meeting will have an opportunity to do so.

2. Making Decisions as a Group

Decisions will be made by consensus

3. Pod Member Roles and Responsibilities

- Pod Leader **Caroline Lear** will submit all files to URGE and schedule fortnightly pod meetings.
- **Ian Hall** will schedule meetings with organisation leadership.
- **ALL:** Commit to reading the fortnightly literature, watching the associated interview, and participating in Pod Discussions.
- Each fortnight, a different pair of Pod Members will share the following responsibilities for that fortnight's curriculum and objectives:
 - a) Record attendance at the relevant Pod Meeting in Teams
 - b) Take notes of agreed actions and shared resources and upload to Teams
 - c) Engage with any additional reading required to complete the deliverable
 - d) Draft deliverable in advance of Pod Meeting for discussion / editing by Pod.
 - e) Complete and send final deliverable to Pod Leader by the end of week 2 of the session.