

GES-ICARE Pod at UMBC

Session 1 deliverable - agree on common guidelines for our pod.

<https://urgeo.org/wp-content/uploads/sites/33/2021/01/URGE-Deliverable-Session-1-Pod-Guidelines.pdf>

1. Ground rules for meeting together and sharing
 - a. When possible and if comfortable, share personal stories and use personal pronouns (I, me) when sharing
 - b. Listen actively -- respect others when they are talking. Try to keep conversation as vocal in online meetings. Use chat sparingly and to share information/links, not for active discussion.
 - c. 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.
 - d. Participate to the fullest of your ability in attending Pod meetings and sharing -- community growth depends on the inclusion of every individual voice.
 - e. Instead of invalidating somebody else's story with your own spin on their experience, share your own story and experience.
 - f. The goal is not to always agree -- it is to gain a deeper understanding.
 - g. Be conscious of others sharing personal stories and practice validating or recognizing that sharing.
 - h. Be conscious of body language and nonverbal responses -- they can be as disrespectful as words (even over Zoom!)
 - i. Related to body language and nonverbal responses, be aware of silences to make sure that the conversation is comfortable for all,
 - j. Assume everyone's good intentions but also acknowledge the impact of saying something that hurts someone else, even if it is unintended.
 - k. 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. Meeting notes will maintain confidentiality.
2. Making decisions as a group
 - a. Attempt to reach group consensus through discussion and compromise, when this is difficult we can put things to a majority vote. If someone is absent from a meeting, we will let them know of any decisions made and if there is disagreement we can talk about it at the next meeting.
3. Pod member roles & responsibilities
 - a. Pod facilitation will rotate amongst members who are comfortable with this role
 - b. Alicia - take meeting notes and upload to drive