_____

URGE University of Tennessee Department of Earth & Planetary Sciences Pod Ground Rules

1. Listen actively and respect others when they are talking. Community growth depends on the inclusion of every individual voice. Give colleagues space to talk, although no one will be forced to talk if they don't want to.

2. Come prepared and participate to the fullest of their ability (e.g., read the papers, listen to the interviews, engage with Deliverables)*. Everyone has the capacity to create and facilitate discussion and share "leadership."*

3. Hold yourself and each other accountable. The goal is not to always agree; it is to gain a deeper understanding*. Assume everyone has *good intentions* but also acknowledge the impact of saying something that hurts someone else, even if it is unintended, including body language and nonverbal responses (even over Zoom). *Respectfully challenge* one another by asking questions, and focus on ideas and problems rather than people. Refrain from personal attacks, particularly in situations if there is a perceived power differential. If something does happen (e.g., heated conversation, debate, or feeling overwhelmed), then take a step back. Turn off video/sound, and walk away. The facilitator(s) may also "call a break" to interpret discussion.

4. Speak from and share your own experience instead of generalizing (use "I" instead of "they," "we," "you") or invalidating somebody else's story with your own spin on their experience. Consider the differences if you are *sharing* a story, *telling* a story, or *reporting* about an experience.

5. Maintain confidentiality. The Pod space is separate from our "daily work space" with each other. All stories and experiences shared with the Pod stay in this space, unless explicit permission is given by the person sharing the story that it can be shared in another setting. However, remember that we are all Title IX *mandatory reporters* at the University of Tennessee. Therefore, personal discussion points and stories related to topics that fall under Title IX provisions may not be held confidential (i.e., sexual harassment, discriminatory and/or retaliatory actions, etc.).

6. The Pod's actions, plans, and strategies represent what we are learning and unlearning about racism within the geosciences, as well institutional and systemic racism. We want to be *transparent about our activities*. We will share our Deliverables with the remainder of the Department, as well as with the College and other members of the University (e.g., reports during faculty meetings, emails, and/or posting the URGE link on the department website, via blogs, etc.). However, the Deliverables and our activities should be viewed as *recommendations to the Department, College, and University,* and alone can not be the basis for policy.

7. The Pod's Deliverables, submitted to URGE, are "living documents" and may be subject to update and/or revision by the Pod throughout the program and as we learn more about racism.

8. Decisions made within and for the Pod will be by consensus. A consensus model, rather than a majority vote model, should be more inclusive and will bring everyone's ideas into the learning process.