

Guidelines for Conducting ESRC/OPAL URGE Pod Activities

Our group is focused on increasing the Diversity, Equity, and Inclusivity (DEI) of any and all human voices through our scholarship and research. Therefore, we each promise to conduct ourselves and our work in a consistent manner; we value all voices equally, and work cooperatively. To this end, we adhere to these ground rules in our discussions and communication:

- 1) Listen actively – Beyond politeness – focus.
- 2) Speak actively – we will focus our efforts on providing meaningful experience and input.
- 3) Body language should be used positively.
- 4) Everyone will provide their own perspective and experience and avoid generalizing other's experiences.
- 5) We may challenge each other's ideas, proposals, and opinions, but not each other or their experiences.
- 6) Disagreement between our ideas, proposals, and opinions should be embraced, because these indicate areas where we can all learn.
- 7) Everything said and conveyed will be assumed confidential unless a different agreement is made with respect to a specific topic.
- 8) We will all assume good intentions, but we each acknowledge the power of our own words to harm others and will acknowledge any harm caused.
- 9) We will approach one another in confidence when we feel these guidelines have been breached. If the involved parties cannot move forward (based on the above guidelines, especially number 8), and/or the guidelines are repeatedly breached, members may share their experience (including attempted resolution) with other members of the pod, which will consider whether or not additional action is needed.

Decisions we make as a group will be made through blocking consensus using the Seeds of Change model (link [here](#)). With our small group, we expect consensus to occur easily under nearly all circumstances. We will move forward with decisions that have a modest number of reservations, or a token number of stand-asides, but will respect any blocks to a decision should they express contradictions to our groups core aim to advance DEI at UNH. Furthermore, we agree that should there be dissenting opinions, we will highlight this in the notes, and, where appropriate, provide an opportunity for divergent pursuits should alternative courses of action not be mutually exclusive, and each advances the group's core aim to pursue greater DEI at UNH.

Our group is comprised of volunteers, so the responsibilities of the group require volunteer efforts. The group leader, Shan Zuidema, has volunteered to a) upload group deliverables, b) schedule discussion meetings for each URGE unit, c) disseminate communications from URGE to the remainder of the Pod. All other activities, responsibilities, and deliverables will be the product of volunteers from the group (including the pod leader). Recurring activities and responsibilities include note-taking during and facilitating/initiating discussion of the unit's readings. Other responsibilities will be unit specific. Responsibilities will be discussed at each meeting, via email, and/or through our group's URGE Unit efforts spreadsheet (modeled after the URGE Scheduling Helper).

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The members of the ESRC/OPAL URGE Pod listed below each agree with these guidelines.

Shan Zuidema
Scott Ollinger
Kai Ziervogel
Katharine Duderstadt
Lara Munro
Jessica Scheick
Amy Keesee
Alix Contosta
Natalie Kashi
Danielle Grogan