

### **Rules, from the URGE pod guidelines**

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. 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.
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.

### **Decision Making**

Our goal is to make decisions by consensus. We will also utilize anonymous polling/voting when discussing a topic to "take the temperature" or get an idea of where the group stands on certain topics, and which topics we are open to discussing more before making a decision.

### **Pod member roles**

*Pod leader:* Ben Johnson

*Scheduling/zoom leader:* Betsy Swanner

We will rotate the other roles: **Discussion leader** and **Note-taker** each week. We have sign-up spots for these roles in the Scheduling Helper spreadsheet in the google doc. Pod members can sign up ahead of time, but if no leaders are scheduled for the following week we will discuss and assign during our meeting.

**Discussion leaders** will be responsible for submitting deliverables each session. They can seek help from other pod members to prepare these. Deliverables will be shared in this Google Drive folder so all pod members can access, edit, and make suggestions.