

Session 1 Deliverable 1 – Pod Guidelines
January 29, 2021
Multiple Institute Faculty Pod

This deliverable is meant to establish rules and guidelines under which this Pod will function. We adopted the “widely used ground rules” from the URGE literature (1-9) and then added more based on discussion at our first meeting.

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.
10. We will meet during the second week of each session for 1.5 hours over Zoom video conferencing
11. Byron Crump will manage meeting scheduling and deliverable submissions.
12. Discussion leadership will rotate among seven volunteers from the group.
13. Initially discussions will be among the whole group, but we may change to a breakout room model if everyone is comfortable participating.
14. Decisions will be made by consensus.