



Unlearning Racism in Geoscience



Applied Physics Laboratory

UNIVERSITY of WASHINGTON

Deliverable 1: Pod Guidelines

Pod 1:

Ground Rules and Group Norms

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. Notice patterns of participation: Everyone's voice is important and is a valuable contribution to the conversation. This norm asks us to notice our airtime: "Stepping Up" if we tend to process silently in our heads, and "Stepping Back" if we are verbal processors to allow ourselves to do some internal reflection. If needed, try "WAIT: Why Am I Talking?"
11. Keep the focus on *race*: It can be easier to shift the conversation to colorblind versions of the topics (e.g. sexism); nevertheless, this agreement asks us to persevere through any discomfort to identify how race is central to our work and advocacy for justice.
12. We all pledge to be active participants, in both following the curriculum and participating in discussion. No one is here as a "listener".



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Decision-making method

Our pod will make decisions by consensus following consensus guidelines posted [here](#). In making a decision, the discussion moderator will go around the group and allow everyone to speak briefly without interruption from other pod-members. This will be followed by discussion and a vote, with four voting options (given over zoom chat):

- “Green” = agree and willing to help implement,
- “Yellow” = agree with reservations,
- “Orange” = stand aside, meaning object without blocking and won’t help implement,
- “Red” = block. This doesn't mean you don't like the decision, but that you think it is harmful. *A block always stops a proposal from going ahead.* The group can either start work on a new proposal, or look for amendments to overcome the objection. In cases where the block stems from a fundamental disagreement with the aims of the group it might be more appropriate for the individual to leave.

A formal vote will be taken for *all* decisions to make consensus a regular practice.

Pod member roles and responsibilities

1. Read supplemental articles / materials for deliverables as needed (for example, the asset mapping deliverable will be accompanied by a short paper about the purpose of creating community asset maps and how to generate your own.) -- **Everyone**
2. Take notes as needed, especially in discussions of deliverables - **Rotates each unit according to a predefined schedule**
3. Take attendance (important for accountability) - **Minute taker**
4. Draft deliverables and share with pod for review/edits/discussion at the pod meetings - **Rotates each unit according to a predefined schedule. Aim to have a draft deliverable sent to the pod the Monday after the meeting.**
5. Edit and approve deliverables - **Everyone**
6. Upload deliverables to the URGE website - **Kyla/Sarah**
7. Schedule meetings - **Kyla/Sarah**
8. Schedule meetings with organization/institution leadership -- **Kyla/Sarah/Chris/Amelia - meet with both PODS at once**



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Pod 2:

Ground Rules:

1. Listen actively -- respect others when they are talking, keep video on and have patience with Zoom difficulties.
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. Notice patterns of participation: Everyone's voice is important and is a valuable contribution to the conversation. This norm asks us to notice our airtime: "Stepping Up" if we tend to process silently in our heads, and "Stepping Back" if we are verbal processors to allow ourselves to do some internal reflection. If needed, try "WAIT: Why Am I Talking?". Create intentional space to ask for thoughts from people who have not voiced them yet.
11. Keep the focus on RACE: It can be easier to shift the conversation to colorblind versions of the topics (e.g. sexism); nevertheless, this agreement asks us to persevere through any discomfort to identify how race is central to our work and advocacy for justice.
12. We all pledge to be active participants, in both following the curriculum and participating in discussion. No one is here just as a "listener".



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13. Raised hands as needed

14. Share responsibility in deliverables, moderation, participation

15. Important to be aware of our perspectives, be aware of our diversity/whiteness within the group. Be aware of our established biases.

Decision Making Process:

Roles and Responsibilities:

- Share responsibilities
- Trade off for moderation, notes, and deliverable generation

1. Schedule meetings (use when2meet, doodle, etc to make this easier!) - **Chris/Amelia**
2. Take attendance (important for accountability) - **Scribe**
3. Take notes as needed, especially in discussions of deliverables
4. Upload deliverables to the URGE website - **Amelia/Chris**
5. Schedule meetings with organization/institution leadership (Week X) - **TBD**
6. Read supplemental articles / materials for deliverables as needed (for example, the asset mapping deliverable will be accompanied by a short paper about the purpose of creating community asset maps and how to generate your own.) - **Everyone**
7. Draft deliverables and share with pod for review/edits/discussion at the pod meetings - **Rotates**