

# URGE

## Unlearning Racism in Geoscience

Appalachian   
STATE UNIVERSITY

Department of Geological and Environmental Sciences  
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Pod Agreement for the URGE representatives Department of Geological and Environmental Sciences, Appalachian State University: Session 1 Deliverable – Pod Group Norms

Pod Guidelines and Group Norms:

1. Be respectful of opinions and actively listen to what everyone has to say.
2. Assume good intentions of pod members, but do not be afraid to respectfully challenge when someone's words/actions are harmful.
3. This is a learning experience for everyone, the goal is growth. Recognize that we all are coming from different levels of past education and experiences on this topic.
4. What we say in the pod remains confidential.
5. Contribute to the best of your ability - be an active participant.
6. This is a living document - we may need to add to or modify these norms and guidelines as the pod progresses.
7. Invited pod visitors (administrators, other faculty, students, etc.) will be provided with and expected to follow these guidelines.
8. The opinions and deliverables of this pod do not represent the opinions of the department or university as a whole.

Decision-making process:

1. What we put forward should be approached from a consensus viewpoint; we will follow the consensus flowchart (<https://www.seedsforchange.org.uk/shortconsensus#flowchart>) for any deliverables so we can be as clear as possible, this is particularly important when we are presenting policies or ideas to the rest of the department or the university.
2. If you are unable to attend a meeting, the absent pod member agrees to go along with the consensus reached by the other group members.

Pod member roles and responsibilities:

1. The administrative pod leader (Carmichael) will type out deliverables according to the consensus of the group, and upload the week's deliverables by the due date.

2. Discussion leaders will rotate each session according to schedule and expertise and connections with other university administrators, and will be in charge of taking any additional notes.
3. Untenured/non tenure track pod members will not be expected to initiate discussions with individuals outside of the pod who can influence decisions about promotion, tenure, and contract renewal.

Sincerely,



Dr. Sarah K. Carmichael, Pod Administrative Leader  
Professor of Geology  
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