



URGE

Unlearning Racism in Geoscience



Princeton GEO/AOS URGE Pod Guidelines For Refinement 2023

1. Ground Rules (expansion on provided examples)

1. Listen actively – *listen to understand, not debate* – respect others when they are talking.
2. Speak from your own experience instead of generalizing ("I" instead of "they," "we," or "you").
3. Do not be afraid to *ask for clarification* by asking questions, but refrain from personal attacks – focus on ideas and problems rather than people.
4. *Share airtime: be aware of the amount of time you take up or give up*
5. Participate to the fullest of your ability – community growth depends on the inclusion of every individual voice.
6. Instead of invalidating somebody else's story with your own spin on their experience, share your own story and experience.
 - a. Normalize calling people out/in in a respectful manner
7. Stay on topic (anti-racist conversations)
8. The goal is not to always agree – it is to gain a deeper understanding.
9. Be conscious of body language and nonverbal responses – they can be as disrespectful as words (even over Zoom!)
10. Assume everyone's good intentions but also acknowledge the impact of saying something that hurts someone else, even if it is unintended.
11. 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.
12. Remember that we are all involved in a learning process and will be at different places in that process.
13. If you find yourself feeling defensive, reflect before you react.
14. Value every Pod members voice equally

2. Making decisions as a group

Given that the Princeton GEO/AOS URGE Pod for Refinement 2023 is relatively small, the decision making process will likely happen through discussion during meetings rather than a voting system. Once an issue has been identified and the pod agrees we need to decide how to

handle it together, our pod will follow the consensus decision making process (<https://www.seedsforchange.org.uk/shortconsensus>).

3. Pod member roles and responsibilities

As of summer 2023, the Princeton GEO/AOS Pod does not have a formal leader and responsibilities will be split among pod members on a week-to-week basis (this may change in the future as pod members come and go).

Responsibilities will be broken up as follows:

General

1. When laying out a series of tasks (e.g. leading a meeting, choosing readings, etc.) we will split roles as a group and assign individuals to specific tasks
2. Everyone in the pod will read articles/materials for discussions as needed.

Meetings

3. Scheduling – Meetings will be scheduled as a group, occurring ~every 2 weeks, with topics for discussion planned out ~1-2 months in advance. We will make adjustments as necessary depending on people's schedules.
4. Meetings will be led by rotating leaders – As we plan meeting topics, pod members will split the meeting by which topics they are most interested in researching and leading.
5. Notetaking – A notetaker will be chosen at the beginning of each meeting by volunteer

Deliverables/Pod Submissions

6. Writing deliverables –
 - a. Deliverable drafts will be shared with the entire pod for review/edits/discussion at the pod meetings. If deliverables need to be drafted prior to the meeting, drafts will be sent out by the Monday before a meeting.
 - b. We will formalize deliverable documents as a pod and assign more concrete roles during meetings (e.g. researching and writing a specific portion of a deliverable).
7. Uploading deliverables to the URGE website – We will choose a member to submit the final draft of a deliverable to the URGE website (either the leader for that topic or an URGE member familiar with the deliverable submission process)