This is a draft Resource Map for URGE at Middlebury College.

- **Mentoring plan**
  - Plan for working with new hires/students for connecting them with resources that will be of most use to them, e.g. schedule for initial call(s) and/or meeting(s) to identify needs/interests
    - *We will develop a resource map and new resources on our web page to make colleagues and students aware of resources.*
  - Individual/Group meeting expectations (interval/frequency, journal articles, presentations, socializing, time management, reviewing manuscripts, revising manuscripts/dealing with rejection, careers, current events, media requests)
    - *Once or twice per semester, we will host a department-wide meeting to cover upcoming events, research opportunities, courses, resources available, etc.*
    - *We can also update and modernize our webpage to present much of this information, perhaps in the form of short video clips made by current students.*
    - *We are considering the pros and cons of formalizing our traditionally ad hoc mentoring program in light of the number of new faculty entering the Department.*
  - Evaluations: rubric, frequency for advisor/committee evaluations, encourage self-evaluation (reflection) and review long term goals and how to achieve them
    - *A student and their faculty advisor should meet at least twice per semester. The faculty of the Geology Department should meet regularly to conduct department business, to share expectations, and to assure that decisions are made equitably as a group.*

- **Core work resources**
  - *We abide by the Middlebury Code of Conduct for students* (link)*, faculty* (link)*, and staff (same resource as faculty code of conduct). Department-level and research-group-level discussions of common expectations are encouraged, but any new code of conduct would likely need to be reviewed by the College’s legal board as a contract.
  - *Information about College practices and expectations may be found in the New Faculty Handbook*
  - Communication plan and expectations, e.g. how do members communicate with each other and what times are appropriate
- Communicate Dept. norms that may seem obvious to those already involved, but may not be obvious to newcomers.

- Faculty should explain to new majors the role of their Department academic advisor, the flexibility students have in changing this, and the relationship to their thesis advisor in senior year. It should be made clear that all members of the faculty are available as resources for students and that they should be encouraged to talk with anyone about questions they have.

  - Reporting Policy - link, address issues related to insensitivity, harassment, exclusion and what are the consequences (e.g. not everyone drinks alcohol; no “locker room” talk), provide additional contacts for reporting outside of advisor
  - CBRT (link) & reporting web from earlier in URGE

- Equipment - where to find, fund individual gear like hiking boots, fund or provide access to sufficient “library” of hiking/camping/outdoor equipment
  - Middlebury Outdoor Programs & Gear Room
  - Middlebury Mountain Club
  - Student advisory committee (SAC) mentoring of new students seeking assistance in finding the right gear. SAC can also give a preview of what fieldwork will look like, perhaps as a short video posted to go/geol.

- Students and faculty are encouraged to attend conferences and workshops to connect with the wider scientific community. Applications for funding conference registration and travel can be submitted to the undergraduate research office (URO) (go/uro) for students and faculty professional development program (FPDF) (go/fpdf) for faculty.

  - Students who participate in research experiences (thesis, independent study projects) often present their results at workshops and conferences and the URO office has funding. These conferences include:
    - Geological Society of America (GSA) annual meeting
    - American Geophysical Union (AGU)
    - Northeast Section Geological Society of America (NEGSA)
    - Middlebury College Spring Student Research Symposium
    - Vermont Geological Society Spring meeting
    - European Geosciences Union (EGU)
    - Many other regional or professional society meetings

- Conferences hosted by affinity groups including SACNAS, NABG, AISES, GeoLatinas and others are encouraged and eligible for funding. Students wishing to attend these conferences should consider applying to present research results there, as this opens more opportunities for internal and external funding.

- MAlt trips - Middlebury Alternative Break. Students can receive funding through the college to aid with costs, usually held over Feb-break, students participate in groups of 12, students submit MAlt trip proposals.
Community support and mental health resources

- Assistance finding accommodations, moving expenses/assistance
  - We have heard via the Educational Affairs Committee (EAC) that Middlebury is in the process of hiring an administrative assistant to specifically oversee resources for new faculty members. At present those resources are largely available online as part of the new faculty handbook.
  - Faculty with summer research assistants should ensure that the student is aware of housing opportunities on campus.
- Middlebury-wide support persons and services include:
  - Diversity officer Renee Wells (rwells@middlebury.edu)
  - UR-STEM is a resource for students. (Underrepresented groups in STEM education at Middlebury)
  - Counseling and psychological services
  - Ombudspersons for staff and faculty concerns
  - Affinity groups for [Black faculty, faculty of color, students of color, LGBTQ faculty, etc]
    - Student lead groups on campus: UR-STEM (Underrepresented in STEM), Future Researchers (created Spring ‘21), Middlebury WOC (Women of Color), PALANA Social House, Black Student Union, Distinguished Men of Color, ALIANZA
    - For all other organizations should go to Student Activities Organization (sao@middlebury.edu)
  - Encourage and assist making connections to someone who may understand their experience (e.g., Black male counselor for a Black male student)
    - Off-campus resource: Counseling Service of Addison County, Inc.
  - Calendar(s) of events or mailing lists to join
    - All student majors should be members of the department mailing list (GEOLmajors@middlebury.edu) as well as year-specific mailing lists. Please contact Eileen Brunetto (efahey@middlebury.edu) if not receiving mail from these avenues
    - Suggested listservs (e.g. ES Jobs or Cryolist) for people to join to loop into current opportunities or postgrad opportunities
  - Local hobby groups:
    - Community/intramural sports leagues
    - Green Mountain Club
    - Champlain Philharmonic
    - Artistic groups e.g. ceramists' guild
  - Religious/spiritual resources:
    - Student religious organizations
    - Local congregations
  - Community service groups:
    - Kiwanis, Lions, Rotary,
○ What activities/institutions will help them feel at home? Are there local clubs, religious or spiritual organizations, organizations, hobbies they were previously involved with that they can get connected with in the area?
○ Connecting with cohorts, organizations, social clubs with common identities and/or interests
○ Businesses or other needs, e.g. gyms, barber shops/hair services, etc.
○ Introductions for other people of color - fund membership fees for organizations like SACNAS, NABG, AISES, GeoLatinas, and others
  ■ Organizations
    ● GeoLatinas
    ● Asian Americans and Pacific Islanders in Geosciences
    ● Black in Geoscience
    ● National Organization of Gay and Lesbian Scientists and Technical Professionals
    ● ADVANCEGeo Partnership
    ● Earth Science Women’s Network
    ● Association for Women Geoscientists
    ● National Association of Black Geoscientists
    ● 500 Women Scientists

○ Outline expectations for taking vacation (e.g., 3 weeks) and for reasonable work hours (e.g., 40-50 hrs/wk; be explicit!)

● Skillset support resources
  ○ Middlebury hosts a STEM resources page (here) which directs students to study centers and resources to support their STEM coursework
  ○ What skills or experiences are required for their work/coursework? e.g., driving, hiking/outdoors activities, compass/GPS navigation, swimming/SCUBA, operating power tools, first aid, etc.
    ■ Highlight coursework that doesn’t involve field time alongside that which does
    ■ Offer the Mountain Club as a resource for gaining knowledge in the field
    ■ Notes on prerequisites or suggested courses for students to take outside Geology (e.g. chemistry, physics, math)
      ● Organizations/tracks like pre-engineering and pre-med assist with suggested courses for pre-professional tracks (I think CCI advised)
  ○ What skills training is supported through the organization, how would someone acquire/improve these skills? What training is available prior to arrival?
    ■ Department has been in the process of developing a new skills list which students will be introduced to while completing the major requirements at Middlebury
  ○ Do they need to know how to code? If so, what languages? (e.g., R, Matlab, Python) If they do not have this skill, what resources/training are available?
The soon-to-be-launched SPARC resource center in the Armstrong science library will feature tutors and workshops that will provide assistance with coding, GIS, statistics, and more.

Professional development resources
- Outline available resources for training/development or best practices in:
  - Teaching/pedagogy
    - The College CTLR is the main one here
    - Science Education Resource Center (SERC) at Carleton College
    - STEM Pedagogy Workshops
  - Project management/budgeting. The sponsored programs office works closely with faculty on grant budgets. The chair and department coordinator work closely to manage the Geology Department budget, and faculty work with student to craft and manage research project budgets.
    - Nick Brightman is a good resource here, from SRO
  - Media training can be accessed through the DLINQ office and also in the visualization lab in Davis Family Library
  - Proposal writing
    - Office of Sponsored Research, usually has a presence at new faculty orientation, but the Department can do more to help new faculty understand the support available to them in the world of grant writing. CTLR also hosts grant-writing workshops.
  - Public speaking
  - Networking
  - Design/drafting of figures using Adobe Suite/Python/ArcGIS
  - Getting involved in professional societies
    - Examples of Professional Societies: Vermont Geological Survey, Geological Society of America, American Geophysical Union, Association of Women Geoscientists, Earth Science Women’s Network,
    - There could be some way for Department faculty to maintain a list of societies with which they are members; this could reveal opportunities beyond the obvious big ones.
  - Additional coursework
    - Pointing out to new faculty that auditing other courses at the College is always an option (language skills, coding, music, etc.). Not easy to find time for this, but it is enriching.
      - List fellowships, internships, summer experiences, field course opportunities
      - @Pete: possibly info here about the funded field school opportunity that started this year?
      - Outline departmental and regional seminars, presentation opportunities, and opportunities to meet with speakers for building a professional network
- We could do a better job maintaining a calendar of speakers at other schools in the region; particularly if speaker series retain at least a partial Zoom component.

- Outreach resources
  - Faculty interested in contributing to belonging, accessibility, justice, equity, diversity, and inclusion (Be A JEDI) efforts may consider the elected Faculty DEI Committee, participating in STEM Pedagogy Workshops, inviting speakers or workshop facilitators, or new efforts of their own design. These efforts help build an inclusive community and are highly valued.
  - Note: We recognize the time and labor demand of Be A JEDI work. Any faculty member who is asked to participate in this labor may opt out by ...
  - Existing outreach and science communication opportunities:
    - SkypeAScientist
    - Middlebury Union High School - Science teachers list
      - Linnea Manley seems to be eager to engage
    - Vermont Energy Education Program
      - Contacts Nial Rele (nial.rele@veep.org)
      - Mariah Keagy (mariah.keagey@veep.org)
    - Center for Community Based Learning
      - Diane Munroe (dmunroe@middlebury.edu)
    - Hands-on learning with local elementary schools (which has always been ad hoc, but we should talk about whether we might want to initiate something more intentional or organized). In the past, geology majors have assisted and that gives a great element to the experience for the elementary school students.
    - Development of a new course (Geoscience for the Common Good)
    - Geology Senior Seminar opportunities for community outreach, e.g. “The Geology of the Trail Around Middlebury” or similar.
  - Outline opportunities, expectations, benefits, and/or compensation for mentoring new hires and/or students who wish to engage in belonging, accessibility, justice, equity, diversity, and inclusion (Be A JEDI) efforts
    - We expect that all members of the faculty will mentor new hires and all students to enhance belonging, accessibility, justice, equity, diversity and inclusion. This provides us with the opportunity to increase the appeal of our department to any student with an inkling of studying geosciences, along the way making our department stronger and more representative.
  - Information on honoraria and establishing/charging speaker fees
    - During COVID all speakers are remote/Zoom and we are not allowed to pay honoraria until COVID is over. In the past we have offered $100 honoraria plus travel costs, to invited speakers.