



Unlearning Racism in Geoscience

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URGE Management Plan for Cardiff University

Deliverable	Existing Policy or Resource?	Initial Point of Contact(s)	Where It Is or Will Be Posted	Review/Update Interval	Racial Risk Assessment?	Training Recommended?	Approval, Check, and/or Consequence
Complaints and Reporting Policy	Yes	Pod Member(s)	Internal only (Teams)	Already reviewed every 2 years	Not planned	Not planned	Not relevant to our pod
Demographic Data	No	Pod Member(s)	Internal only (Teams)	Recommend every 2 years	Recommended	Not planned	Not relevant to our pod
Policies for Working with Communities of Color	No	Pod Member(s)	Internal currently (Teams)	Recommend annually	Yes	Yes	Approval and Consequence
Admissions and Hiring Policies	Yes	Pod Member(s)	Internal currently (Teams)	No set interval, recommend annually	Recommended	Maybe	Approval
Safety Plan	Yes	Pod Member(s)	Internal currently (Teams)	Annually, but also after any major reported incidents	Not planned	Yes	Approval and Consequence
Resource Map	No	Pod Member(s)	Internal currently (Teams)	Additions on a rolling basis	Not planned	No, not staff-wide but only with HR	Approval

Additional considerations for each deliverable (use this space to elaborate on table entries, organize it as appropriate for your pod):



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- **Agreement** - This agreement can be adapted to outline how you will interact and meet with leadership about these policies, as well as regular meetings with key contacts such as diversity/inclusion committees, HR, etc.
- **Pod Guidelines** - This set out the expectations and approach of our group.
- **Complaints and Reporting Policy** – This is designed to highlight what resources are available to both staff and students for reporting and handling complaints. Specifically, we highlight what the process is within the school (and the wider University) for reporting complaints, bias, microaggressions, harassment and overt racism, as well as which members of staff are responsible for handling such complaints.
- **Demographic Data** - The deliverable for week three is a quantitative assessment of the School of Earth and Environmental Sciences student and staff demographic. The deliverable contains (i) a summary of EDI initiatives at Cardiff University, (ii) past and current demographic information for undergraduate enrolment both at the University and School levels, and (iii) initiatives designed to address issues around racial inequality that are being implemented/evaluated at the School level.
- **Policies for Working with Communities of Color** - This document describes the school level guidance on working with Communities of Colour, as well as multiple case studies where this work has been carried out. It also includes opinions of those who voluntarily responded to our request for case studies on ethical assessments and training for future work. This document is evolving as has been updated since the original URGE submission as we received further case study input.
- **Admissions and Hiring Policies** - The deliverable summarises the current procedures for admitting students and hiring staff, highlighting aspects that are likely to affect BIPOC applicants. There are currently some measures to consider applicant diversity, particularly for the hiring of teaching staff, however the deliverable lists suggestions for improved targeting of diverse applicant pools and further hiring committee training.
- **Safety Plan** - The safety plan includes a Code of Conduct, reporting procedure summary, training resources, and field risk assessment suggestions. The safety plan is relevant for the School, but includes specific considerations for the field.
- **Resource Map** - This is a resource primarily for new students and staff, pointing them towards supportive networks, resources, and School/University policies etc. Some of this overlaps with Deliverable 6. I think the Resource Map is something we can improve and then put on our School Website and in the School Handbook.