URGE

Unlearning Racism in Geoscience

UCLA | College | Physical Sciences
Earth, Planetary & Space Sciences

URGE Management Plan for the EPSS Pod

Deliverable	Existing Policy or Resource?	Initial Point of Contact(s)	Where It Is or Will Be Posted	Review/Update Interval	Training Recommended?	Approval, Check, and/or Consequence (Accountability)
Complaints and Reporting Policy	Yes - UCLA wide	-Potential point of contact within the department -Deans (college of L&S, physical sciences) -UCLA site	-On UCLA-wide site -We received reminder emails about our obligation to report	-UCLA in charge of this	-Recommended EPSS URGE pod info/training session	-listed on UCLA site
Demographic Data	For Faculty, Staff, basics on students	UCLA Office of EDI	Links provided in deliverable to UCLA and division/ department wide info	Recommend every 2 years?	Not planned, though FERPA training probably a good idea for access to student data	Review to prompt assessment of programs
Policies for Working with Communities of Color	No	Research group Advisor	-Suggest each research group include it in their "Code of Conduct"	Recommended annually/when new people enter the research group	-Yes (research group dependent) -Recommended EPSS URGE pod info/training session	-Honor System -Individual research group's choice
Admissions and Hiring Policies	Yes	Chair and DEI Committee	Internal currently	Annually possibly in coordination with new graduate student admissions as well as review prior to faculty hires.	Training in this area is already required by UCLA.	Approval
Safety Plan	Yes but anti-racism specific policies not included.	Lab and Field Safety Committees	On department website. Possibly include as part of legal document students must sign before field trips, or report as best practices.	Annually, but also after any major reported incidents	Yes. This could be part of pre-field trip guidance and also part of required laboratory safety training.	Approval and Consequence

Resource Map	No	Pod Member(s) and EPSS DEI committee - grad student advisor, student affairs officer, and EPSSSO	On department website - perhaps on EPSSSO page (if we make one)	Annually and in response to incidents and suggestions from department members.	Could be included as part of grad student orientation. Put it in the new grad folder.	Checking for correctness as widely as possible.

Overall Comments:

- The EPSS URGE pod members are interested in providing "URGE seminars." This topic should be included in the seminar(s) as it would serve as a kind of training session for those who attend. We also will consider offering a "round-table URGE session" with our department, which would function similarly
- Our Field safety coordinator does a great job of finding training and offering them to anyone who wants them! It may be worth asking our Field safety coordinator about finding trainings regarding each deliverable topic.

Deliverables:

- **Agreement** - We have completed an agreement signed by the pod members and the Department Chair.

- **Pod Guidelines** - We have put a lot of thought into designing guidelines to ensure a respectful and productive environment for our meetings and ongoing URGE activities. We have also given careful thought to the inclusion of new members, which we encourage.

- **Complaints and Reporting Policy -** There is an existing UCLA wide companies and reporting policy. We considered the idea of having a departmental reporting mechanism. We could potentially have a point of contact within our department that you can go to when you want to report something - and that person can either guide you to or through the UCLA reporting site depending on their responsibilities. We also have our Dean of the college of letters and science and of the physical sciences that are good points of contact for reporting information. We do get reminder emails about our obligation to report. There are mandatory Title IX training, but trainings that include UCLA policies seem limited to people with certain roles in the department, or are not as prevalent and frequent. We aim to provide an "URGE seminar" or "round-table URGE session" within our department with the intention to teach: UCLA's complaints and Reporting Policies.

- **Demographic Data** - It is important to communicate these data at all levels (undergraduate, graduate, faculty etcl.) as widely and completely as possible so that we have an accurate picture of where we are and what if any progress we might make. At the same time we have to be aware of limitations to sharing of some data.

- **Policies for Working with Communities of Color -** Currently, we do not have department-wide implementation of this. Our EPSS department is interdisciplinary, and each research group is so unique. The ways our research leads us to working with people of color are all very different. It is therefore important for these policies to be discussed/written within research groups. We suggest including a portion

dedicated to "working with communities of color" in your group's code of conduct. We recommend going over it with new members of the group, and review the contents annually or whenever your research group members are planning to work with a new community. We aim to provide an "URGE seminar" or "round-table URGE session" within our department with the intention to teach: UCLA's complaints and Reporting Policies: "best practices when working with communities of color during your research". Our Field safety coordinator does a great job of finding training and offering them to anyone who wants them! We could contact her about finding trainings in regards to "working with communities of color". The policies will become specific for each type of research, so it will be up to the research group to hold each other accountable.

- **Admissions and Hiring Policies -** Anti-bias training is required by UCLA. This training can be supported at the departmental level in the course of making hiring decisions and decisions on graduate student admissions.

- **Safety Plan** - We identified several areas where anti-racism specific policies could be better communicated. Some ideas for doing this are as part of mandatory training for students that occur before field trips, including anti-racist language in the legal documents that students must sign, and in laboratory training.

- **Resource Map** - There are many available resources at UCLA, but here is a need for a centralized resource map within the EPSS department. This can be made available on the departmental web page. We plan to add relevant portions of the resource map deliverable to the current draft of the EPSS graduate student "Survive and Thrive" handbook. The "Survive and Thrive" handbook is made for grad students, by grad students, so when it comes to updating and checking for correctness, we should plan to hold a meeting each year for the grad students to discuss the contents. We want to show the faculty as well and take any input they may have, but the responsibility of the handbook falls mostly on the grad students - in which case there will need to be someone who is willing to take the lead on this each year. The lead could be the responsibility of the grad student advisor, or perhaps an EPSSSO role. First-year students are introduced to many resources provided by UCLA and Los Angeles in their "495" class during their first quarter at UCLA. This handbook could be provided as part of the "495" package. It would be best to keep print versions to a minimum, which means we would need to post the digital handbook on the website. It would make the most sense for this to be categorized with an "EPSSSO" tab since the handbook is "made by grad students for grad students" and should therefore be taken as advice and tips rather than rules. However, we need to include an EPSSSO tab on the EPSS website as well in that case.