Session 7 Deliverable
URGE Resource Map for University/Organization

This is a draft Resource Map for UMaine URGE at the University of Maine. This was adapted from the "Sample Ph.D. Mentoring Plan" developed by Vashan Wright (Woods Hole Oceanographic Institution) and Karin Block (City College of New York and CUNY Graduate Center), License: CC BY-NC-SA 4.0. While the focus was primarily on resources for graduate students, much of what is discussed here is also appropriate for new faculty.

**Mentoring plan**
- ○ We recognize that mentoring is a critical component for the success and retention of both students and faculty.  All graduate students and new faculty should have a mentor.
    - ■ Resource: Columbia University - Office of Provost Guide to Best Practices in Faculty Retention
- ○ We recommend regular, structured meetings for graduate students. Advisors should meet with students at the beginning of graduate school to discuss objectives, goals, student interests and needs, meeting schedule/structure, and expectations (both for advisor to student and student to advisor). Discussions should include whether or not to set deadlines, career goals, where to find non-research resources, particularly on topics where the advisor is unable to provide advice. Peer-mentoring in addition to meeting with faculty advisors is beneficial.
    - ■ UMaine Writing Center https://umaine.edu/wcenter/
    - ■ UMaine Counseling Center https://umaine.edu/counseling/contact-us/
    - ■ Teaching and Advising Resources https://umaine.edu/las/faculty-resources/teaching-advising/
- ○ Meetings between new faculty and their mentees also should be frequent and may be less formal (e.g., discussions over coffee). These meetings also should discuss career goals and interests, as well as pathways for finding one's community and professional success.
- ○ Develop a team culture where the graduate student/advisor relationship is mutually beneficial.
- ○ Community development support is needed for both students and new faculty to help them meet people outside of their individual research groups and to find people on campus and in the community with common interests. This could take the form of more frequent group social events and a database of campus and community activities.
- ○ Professional expectations need to be laid out at the start. For new faculty, this includes tenure guidelines and requirements. For students, this should discuss thesis and work responsibilities, as well as requirements/options for future publication of thesis work (including lead authorship) and conference attendance.
    - ■ Faculty handbook: https://umaine.edu/facultysenate/faculty-handbook/

- ○ Possible evaluations? Need to discuss frequency of evaluations (those for new faculty are set by AFUM), encourage self-evaluation (reflection) ,and review long term goals and how to achieve them.

**Core work resources**
- ○ Individual research labs should develop a code of conduct that addresses inclusivity and diversity, mental health, publications or outputs, social media use, working hours, and vacation
    - ■ SERC examples of codes of conduct: https://serc.carleton.edu/advancegeo/resources/codes_conduct.html
- ○ Develop a communication plan and expectations for the group, e.g. how do members communicate with each other and what times are appropriate
    - ■ Lab and department dependant.
- ○ 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
    - ■ Title IX reporting
    - ■ UMaine Bias Response Reporting https://umaine.edu/biasreporting/UMaine Bias Response Team
    - ■ Office of Community Standards, RIghts, and Responsibilities https://umaine.edu/communitystandards/
    - ■ UMaine Police https://umaine.edu/police/campus-eyes/
- ○ Be open to considering proposed workshops/conferences, especially for groups like SACNAS, NABG, AISES, GeoLatinas and others

**Community support and mental health resources**
- ● Assistance finding accommodations, moving expenses/assistance
    - ○ Vehicle registration and license: https://www.maine.gov/portal/residents/moving.html
    - ○ Housing: https://www.places4students.com/Places/School?SchoolID=waM9ufiyNuw%3D https://www.zillow.com/ https://www.apartments.com/
    - ○ Faculty handbook (parking, childcare, etc): https://umaine.edu/facultysenate/faculty-handbook/chapter-6-helpful-information-and-resources/
- ● Outline services at organization/university: diversity officer, counseling and psychological services, ombudsperson, affinity groups, etc.
    - ○ Board of Trustees: Citizen Comment at each Board Meeting for issues surrounding diversity; Accredited Schools Online for Information: https://www.accreditedschoolsonline.org/resources/student-diversity-multicultural/
    - ○ Office of Diversity and Inclusion: Home - Diversity and Inclusion (umaine.edu)
    - ○ Multicultural Student Center: UMaine Multicultural Center, serving our community of diverse students

- UMaine Admissions Multicultural Contact Person; Silvestre Guzman; Sr. Admissions Counselor | Multicultural Recruiter; silvestre.guzman@maine.edu; 207.581.3694
- Diversity Resources - Career Center - University of Maine (umaine.edu)
- Office of International Programs (OIP)
- The President's Council on Diversity, Equity, and Inclusion; Council on Diversity, Equity, and Inclusion - Office of the President - University of Maine (umaine.edu)

Mental Health Resources:

If you are having a medical emergency, **please call 911**. If you are concerned you will harm or kill yourself or someone else, **please call 988**.  On campus you can also call **207-581-4040** and UMaine PD will direct you to the available resources (e.g. local hospital, crisis phone line, etc.).

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*University of Maine Resources:*

- Student Guide to available resources provided by the counseling center: https://umaine.edu/counseling/
- The Mind Spa helps you to manage the stress and anxiety that comes with trying to balance the demands of a college student.
- Student Accessibility Services provides students and employees with tools and resources to Managing Mental Health.
- The Psychological Services Center provides services to the general public. Anyone interested in services can call the clinic secretary at **207-581-2034**.

*Helpful Links to Understanding the Common Stressors of Being a Graduate Student:*

- Common Things Graduate Students May Experience
- Ways for accessing mental health services
- 100 Coping Strategies
- Listen to "How to Start Therapy" from the NPR Life Jit podcast to get more insight on the process of beginning your journey.
- Half of Us features celebrities and students discussing mental health.

*Non-University Resources*
- Comprehensive List of the Crisis Numbers
- National Suicide Prevention Lifeline provides 24/7 free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals.
    - **English: 1-800-273-8255**
    - **En Español: 1-888-628-9454**
- National Alliance on Mental Illness (NAMI) HelpLine is a free, nationwide peer-support service providing information, resource referrals, and support to

people living with mental health conditions, their family members and caregivers, mental health providers, and the public.

HelpLine Monday through Friday, 10 a.m.–6 p.m. ET:
**1-800-950-NAMI (6264)**

- [The Trevor Project](#) is the leading national organization providing crisis intervention and suicide prevention services to lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) young people under 25.

*Counselors in Your Community*
- Find a therapist in your area by using <u>Psychology Today</u>.

*Mental Health Apps:*
- [Sharpen](#), a mental health content and technology company that provides free services to all college students on mobile and desktop.
- [Ten Percent Happier](#), an app featuring guided meditations such as the Coronavirus Sanity Guide featuring meditations, podcasts, blog posts, and talks to help build resilience and find some calm amidst the chaos.
- [YOU at College](#) delivers content and resources tailored to the needs of each individual student. Whether it's through data collected on the three lifestyle surveys, called Reality Checks, or from demographic information entered in the user profile.
- [Headspace](#), an app to help guide meditation, reduce stress, promote mindfulness, and help you sleep.

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- Encourage and assist making connections to someone who may understand their experience (e.g., Black male counselor for a Black male student)
  - LGBTQIA+ Support Group;
    https://umaine.edu/counseling/wp-content/uploads/sites/79/2020/09/RRC-flier.jpg
  - Students of Color Support Group;
    https://umaine.edu/counseling/wp-content/uploads/sites/79/2021/02/Solidarity-Meeting-Spring-2021-1.png
- Calendar(s) of events or mailing lists to join
  - Events are emailed out via the Graduate Student Government.
  - Join the Diversity and Inclusion Newsletter:
    https://umaine.edu/diversity-and-inclusion/newsletter/
  - https://www.facebook.com/umainestudentlife/
  - Grad school sponsored writing group:
    https://umaine.edu/graduate/event/spring-writing-group/2021-04-27/
  - Grad school calendar of events (bottom of page): https://umaine.edu/graduate/
- 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?

- - Currently recognized graduate student clubs:
    https://umaine.edu/gsg/clubs-organizations/
  - Student organizations: https://umaine.edu/multicultural/student-organizations-2/
  - Connecting with cohorts, organizations, social clubs with common identities and/or interests
    - Geological Society of Maine
  - Orono Parents Google group
  - Penobscot Paddle and Chowder Society: https://www.paddleandchowder.org/
  - Maine Canoe & Kayak Racing Organization: mackro.org
  - Maine and NH. skating and ice report:
    https://www.facebook.com/groups/1417937071773660
  - Maine Trailfinder: https://www.mainetrailfinder.com/
  - Bangor Area Meetup: https://www.meetup.com/
  - Check the ads in the Penobscot Times, events hosted by the Orono Library and Town of Orono
  - Add more non-physical groups
- Businesses or other needs, e.g. gyms, barber shops/hair services, etc.
  - Food assistance - Black Bear exchange: https://umaine.edu/volunteer/bbe/
  - Orono thrift store (once it opens again)
- Introductions for other people of color - fund membership fees for organizations like SACNAS, NABG, AISES, GeoLatinas, and others
  - Contact your advisor and members of your department
- Outline expectations for taking vacation (e.g., 3 weeks) and for reasonable work hours (e.g., 40-50 hrs/wk; be explicit!)
  - Contact your advisor. This is lab specific.

**Skillset support resources**
- 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.
  - Help with statistics: https://umaine.edu/tasc/stats/
  - First Aid Training
  - Hiking/outdoor adventures
  - Campus recreation
  - Maine Bound
- What skills training is supported through the organization, how would someone acquire/improve these skills? What training is available prior to arrival?
  - Dependent on advisor/grant funding. Ask your advisor. Most of the costs can be covered so students don't have to pay out of pocket.
  - Training is offered each semester through the Library and CITL.
- Productivity and other useful apps:
    https://umaine.edu/studentaccessibility/useful-apps/
- 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?

- There are many trainings offered each semester by the Library. Watch your emails for invitations.
- Some courses about natural resources related coding, but they are not consolidated in a single list as far as I know.

**Professional development resources**
- ○ Outline available resources for training/development or best practices in:
  - ■ Teaching/pedagogy (TA experience, CITL, Education department collaborations) https://umaine.edu/citl/
  - ■ Project management/budgeting (UMaine Mentors/senior faculty, NSF websites, ORA to fill out budgets for NSF, online certified project manager, Library grant/proposal writing afternoon)
    - ● Folger Library offers many training opportunities. Keep an eye on your inbox. Also posted here:https://umaine.edu/citl/
    - ● https://library.umaine.edu
  - ■ Media training (Media Lab on campus - book time to learn programs? Expert knowledge database? UMaine outreach office, no training on talking with the media, press releases have been frustrating)
    - ● https://umaine.edu/marketingandcommunications/web/services/
  - ■ Proposal writing (CITL, GSG, ORA - GRF workshop, Library grant/proposal writing afternoon, ERS 581) https://library.umaine.edu , https://umaine.edu/citl/
  - ■ Public speaking (Borns Symposium? GeoLunch? Research Groups? For the public? Toastmasters, BIO 505)
  - ■ Networking (Dept-specific events = opportunities to network, conference workshops on how to network)
  - ■ Design/drafting of figures using Adobe Suite/Python/ArcGIS (Learn solo, lab group, library has programming and coding workshops, classes in ArcGIS and Python and R, R lunch group?)
  - ■ Getting involved in professional societies (SEEDS chapter should be started to connect with ESA, need a list of professional societies that are worth it and those that are scammy, grants that are available through those societies, i.e., explorers club, regional chapters of societies, i.e., NEGSA, 500 Women Scientists, National, Regional, Local, On campus, groups specific to BIPOC, which ones are well-supported/subscribed to)
  - ■ Additional coursework (CITL, Graduate Teaching Academy, certifications online, welcome packet for grad students [**list of grad courses available** projecting semesters across disciplines NSFA/Anthro, CCI RA to update?])
  - ■ Geoscience careers (Geoscience societies' career pages and events, UMaine career center)
- ○ List fellowships (Internal UMaine fellowships online, list of societal fellowships would be helpful), internships (societal, local, national, list of opportunities that

gets updated each semester - digital corkboard/jamboard? CCI events), summer experiences, field course opportunities [Link to Grad Funding spreadsheet](#)

- List of 50+ geoscience societies for fellowships and internships: [http://americangeosciences.org/member-societies](http://americangeosciences.org/member-societies)

○ Outline departmental and regional seminars, presentation opportunities, and opportunities to meet with speakers for building a professional network

**Outreach resources**
- ○ Outline opportunities, expectations, benefits, and/or compensation for mentoring new hires and/or students who wish to engaged in belonging, accessibility, justice, equity, diversity, and inclusion (Be A JEDI) efforts (Office of Diversity and Inclusion - probably could in the future, Rising Tide used to do this, UMaine Diversity Leadership Institute, URGE?)
- ○ Explicitly acknowledge, discuss, and suggest policies to limit the "time tax" put on people of color for participation in Be A JEDI activities and support clear path for opting out no current policies, resources
- ○ Information on honoraria and establishing/charging speaker fees (Umaine policy prohibits paying UMaine people honoraria, and most departments don't have funds/have policies not allowing honoraria for speakers.)