



URGE Management Plan for the Department of Earth and Climate Sciences, Bates College

As per the URGE Management Plan deliverable guidelines, this “deliverable is a plan to ensure that policies and resources are adopted, implemented, enforced, and improved.” For the last column in this table, “Consider what approval steps, checks, and/or consequences (e.g., access to funds, assigned readings, training) should be put in place.”

AI= Action Item; Maroon text = priorities for the 2021-2022 Academic Year.

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	<p>Yes at institution level, No at dept level.</p> <p>AI: Incorporate syllabus statement on all syllabi</p> <p>AI: Dept website resource- Check with</p>	GR, BJ, GL	On Title IX website; to be posted on dept website?	Reviewed every 1- 2 years	Not planned	<p>AI: Point person in the dept for guiding us on complaints?</p> <p>AI: Point person (at least) to receive training from GL to learn and talk to/train dept faculty.</p> <p>Optional: Conflict resolution training through the OEI</p>	<p>Departmental level statements revolving around complaints and reporting policy are vetted through and approved by the Director of Title IX and Civil Rights Compliance Coordinator.</p> <p>Regular dept/URGE</p>

# URGE

Unlearning Racism in Geoscience

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	Title IX officer					Professional Development opportunities for all.	meetings
Demographic Data	<p>Yes we do have some data; more specific details needed for longitudinal assessment</p> <p>Target: BIPOC in EACS <math>\geq</math> BIPOC at Bates</p> <p>AI: Work with admissions to increase visibility of EACS</p> <p>AI: Work with IR to</p>	BJ, TM, KS	Internal only	Recommend every 2 years	Recommended	<p>Provide background DEI work at the college and broad context for visiting faculty.</p> <p>HHMI grants Mellon grants Social Sci Initit</p> <p>Need a long and short term plan for these changes- help from HHMI, Nicollette</p> <p>AI: Meet with Nicollette. Concern over doing harm to current and visiting faculty</p>	<p>Assessment in the classroom/field/lab</p> <p>AI: Work with IR to assess student learning goals</p>

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	<p>development goals and assessment</p> <p>AI: CUREs and assessment (August)</p> <p>AI: Inviting Kika to help with assessment</p> <p>AI: Access CURE resources</p>						
Policies for Working with Communities of Color	<p>In progress</p> <p>Initiating research with Indigenous People</p>	RL, GR, PD, BJ	Post on organization website, eventually	Recommend annually	Yes	Yes	Approval and Consequence
Admissions and	Yes	BJ, GR, Noelle,	Internal	No set interval,	Recommended	Maybe	Approval

# URGEO

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<p>Hiring Policies</p>	<p>AI: Reach out to Admissions with info on EACS</p> <p>AI: Advance preparation of dept search committees needed</p>		<p>currently</p>	<p>recommend annually</p>			
<p>Safety Plan</p>	<p>In Progress</p> <p>AI: Review draft safety plan (August with new people)</p> <p>AI: Research Lab Code of Conducts (review drafts over</p>	<p>GR, RM, PD, BJ</p>	<p>Internal currently;</p> <p>Posted in syllabi and in research labs</p>	<p>Annually, but also after any major reported incidents</p>	<p>Recommended</p>	<p>Yes</p> <p>Dept meeting at beginning of y ear</p> <p>Faculty/staff train students when mentoring for research, teaching</p>	<p>Approval and Consequence</p>



	email)						
Resource Map	<p>In progress; needs to be a living document</p> <p>AI: Create a dept document. "Orientation in a Document"</p> <p>AI: Create a comprehensive Management Plan/To DO List</p>	BJ, PD, RM, GR	Post on organization website	Additions on a rolling basis	Recommended	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):

- **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** - Your pod guidelines can be adapted into longer term plans/bylaws, e.g. will this turn into a committee or working group



in your organization/institution, will membership/leadership rotate, etc.

- **Complaints and Reporting Policy** - These are proposed modifications to the existing Reporting policy.
- **Demographic Data** - There are issues to work through on how demographic data can be collected and made public, but we will need to work closely with HR on this and it may take several years and/or involvement of additional departments for wider aggregation of data.
- **Policies for Working with Communities of Color** - Racial risk assessment on this deliverable is planned for August, then we will revise the deliverable if necessary. Training is needed for staff, both so they understand the importance of this new policy as well as for how to implement the policy itself. Approval process can be incorporated into travel approval, e.g. check if travel or work will involve communities of color and has this new policy been reviewed and followed in the plans for this trip; consequence of not following policy would be assigned readings and additional training.
- **Admissions and Hiring Policies** - These are proposed modifications to the existing Hiring policy. These are not public currently, but we recommend posting policies (as much information as possible) publicly on the jobs board for potential candidates. Anti-bias training may need to be part of this as the policies are reviewed and updated by staff to ensure bias does not impact the development of these policies, as well as afterward for implementing the policy itself. Approval process would be part of hiring staff (or admitting students), e.g., does your plan to hire a new position adhere to the updated policies.
- **Safety Plan** - This is adding anti-racism specific policies to the Safety policies in the Employee Handbook. Training should be paired with the training for the deliverable on working with communities of color to emphasize the importance of these new policies, and then also on the details associated with implementing the safety plan policy. Approval process can be incorporated into travel approval, e.g. check if racial risk assessment has been done on this travel location; consequence of not following policy would be additional scrutiny on future travel requests, assigned readings, and additional training.
- **Resource Map** - There is no current resource map, but this could be part of onboarding and/or orientation and incorporated into the employee handbook. The approval can be incorporated along with the admissions and hiring policy, as part of a proposal to hire a staff member or admit a student then HR would check that the person they report to has a plan to go through the resource map with them.