URGE
Unlearning Racism in Geoscience

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URGE Management Plan for Colgate/Ithaca Pod

This should be a plan to incorporate deliverables into your organization as you continue to develop, assess, and finalize policies and resources. You may want to adjust the format of this for more comprehensive plans, but this covers the essentials.

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	CU: Yes but it's messy and in transition. IC: Yes and it's less messy.	CU: Maura Tumulty / Lyn Rugg / Ani Maitra IC: Bias Impact reporting form	CU: In lots of places across the website IC: On website	CU: "over next year" being consolidated IC: Unclear	Needed Resource	CU: Unclear; might have to do at departmental level IC: Yes, annually	Not relevant
Demographic Data	No	Neil Albert/Registrar	Dept Website(s)	Annually	Recommended: Review Dept Environment for BIPOC students?	Report out to Dept Annually	Include in Dept Reports to Admin?
Policies for Working with Communities of Color	No	CU: Alana Cultural Center Off campus specifically linked to each community	Individual lab group responsibility; posted with docs for that group	On campus annually Off campus as needed	Recommended	Yes; discussion among individual lab groups	Lab group director's responsibility
Admissions and Hiring Policies	Yes	Admissions /Gary Ross Hiring/ Ani Maitra & Lynn Rugg	CU: website	CU: unclear	CU Hiring: recommended	CU Hiring: Yes, in both short and longer term planning within our	Hiring: Department Chair

						department CU Admissions: work more proactively	
Safety Plan	No	Faculty mbr/dept (with input/oversight from Office of Equity & Diversity)	Draft currently in revision with feedback from Colgate University's Office of Diversity & Equity	Annually	Recommended	Onboarding of new faculty Discussion with all faculty before GEOL 320/120 field courses	Approval by spring 2022 (implemented in summer 2022 field courses (320/120) and field programs
Resource Map	No	JL/AT	Dept. Websites/Syllabi/Handouts/Posters	Annual? Or partner with graphics team?	Feedback would be helpful from senior students--what do you wish you knew about before you started?	No	Approval by POD

Ithaca/Colgate Deliverables:
1. Pod deliverables page URGE
2. Essential documents from URGE:
    a. Pod guidelines
    b. Reporting structure
    c. Demographic data
    d. Policies for working with communities of color
    e. Safety plan

      f.   [Resource map](#)

3. [Strategic plan](#)