

URGE

Unlearning Racism in Geoscience

URGE Management Plan for ESRC/OPAL at UNH

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	<i>Kai</i>	USNH website	Already reviewed every 2 years	Not planned	Not planned	Not relevant to our pod
Demographic Data	No	<i>Danielle</i>	Internal only	Recommend every 2 years	Recommended	Not planned	Not relevant to our pod
Policies for Working with Communities of Color	No	<i>Natalie</i>	Post on organization website	Recommend annually	Yes	Yes	Approval and Consequence
Admissions and Hiring Policies	Yes (Institution); Recommnd (Center)	<i>Shan</i>	USNH Website; EOS Website	USNH Affirmative A. (Annual); Recommend (Bi-Annually)	Recommended	Yes	Approval and Check
Safety Plan	Yes (project level); No (institution level)	<i>Jessica</i>	Internal (currently); template on organization al website (planned)	Annually, and at the start of any fieldwork campaigns	Recommended	Yes	Approval, Check, and Consequence
Resource Map	No	<i>Lara</i>	Post on organization website	Additions on a rolling basis – invite users to update & add to the resource list	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):

- **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** – We propose to install an EOS contact person (better 2 people) as non-mandatory contacts for faculty, staff, and students who have complaints. The names of these contacts need to be posted broadly within the institute. We also suggest to update the already existing information ‘card’ with EOS-specific information (names of contacts etc.).
- **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** – EOS does not have formal hiring policies because most students, staff, and faculty enter the Institute through other departments. However, outside hiring does occur, and grant-funded positions, particularly for Post-Docs and Graduate Students occurs through EOS. It is recommended that EOS enacts a hiring policy that a) integrates well with hiring policies of affiliated departments and the University System, and b) reflects the evolving requirements for transparency and inclusivity needed by funding agencies. Specific recommendations for the EOS policy will be elaborated on during the Summer 2021.
- **Safety Plan** – Given the broad range of types of field and lab activities conducted by ESRC-OPAL members, developing a single safety plan is infeasible. Instead, a template for developing a lab or project specific safety plan – including a code of conduct and resources for conducting a racial risk assessment for on campus and fieldwork tasks – will be provided on the EOS website, with departmental support for completion. We will also engage with relevant departments across campus (Environmental Health and Safety, Campus Police, Travel Office) to explore options for requiring and enforcing completion of racial risk assessments and training as conditions of travel/fieldwork/lab management.
- **Resource Map** - There is no current resource map, but this could be part of onboarding and/or orientation and incorporated into the employee handbook or graduate student orientations. 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. The document is meant to be updated regularly based on user needs, recommendations, and actual resource availability. Lab specific recommendations should be addressed on a case by case basis, following the provided template.