**UMaine SMS faculty URGE pod,** session 8 deliverable, May, 2021

Our School of Marine Sciences (SMS) pod plans to make and follow up on recommendations to the school and to college/university administration.  This includes organizing committees in SMS.  We are beginning this process by meeting with our dean's office on May 21.  Our URGE pod plans to continue meeting over the summer so that we can be prepared to bring this work to SMS in the fall.

We hope to update our school governance documents and student handbooks to include justice, equity, diversity, and inclusion.  These will be posted on the SMS website.  Our dean's office takes a hands-off approach to governance within units, which has both advantages and disadvantages.

We have adapted the table provided by URGE to outline some of our actionable goals, and we have additional details and action items following the table.

| Deliverable | Existing Policy or Resource | Initial Points of Contact | To be posted or described | Review / Update Interval | Racial Impact Assessment? | Training Recommended? | Approval, Check, and/or Consequence |
|---|---|---|---|---|---|---|---|
| Complaints and Reporting Policy | no | pod members, Assoc. Deans (AD) | governance documents, handbooks | unknown | not planned | yes | approval |
| Demographic Data | no | pod members, AD | Internal only | unknown | unknown | no | none |
| Policies for Working with Communities of Color | no | pod members, AD | governance documents, handbooks | annually at first | yes | yes | approval and consequences |
| Admissions and Hiring Policies | yes, but need to be improved | pod members, admissions committee, AD | governance documents | annually at first | yes | yes | approval |
| Safety Plan | no | pod members | governance documents, handbooks | annually and after incidents | unknown | yes | approval and consequences |
| Resource Map | no | pod members | governance documents, handbooks | annually | no | no | approval |

**Other action areas and more details**

*Identify, collect, and publicize UMaine policies and resources*

*Demographic information*
We do not have sufficient information on our students or how their experiences are affected by their identity or background.

*Student (and faculty/staff?) climate survey (annual)*
Considering annual surveys that can reach all our faculty, staff and students to identify how the school is changing as problems are addressed or new problems surface.

*Involving students in JEDI work, improving student access to opportunities*

*Graduate admissions*
We have very traditional and advisor-driven admissions that can be improved.  SMS has discussed developing a committee for diversity in admissions.

*Faculty recruitment, hiring, onboarding, retention*
We have several needs here, all related to making justice, equity, diversity, and inclusion central pillars in new hiring.

*Department equity and climate*
Retention will be more successful if we address many existing equity and transparency problems in SMS.

*Department policies and procedures*
These need updating for structure, equity, and inclusion

*Tenure and Promotion policies*
These could be reevaluated to recognize all the skills and kinds of work that are valuable in faculty, including leadership and JEDI work.

*Policies for Working with Communities of Color, Safety plans*
We currently have none.