URGE Management Plan for the Geoscience department at the University of Nevada, Reno

This is a plan to incorporate deliverables into the geoscience department at the University of Nevada, Reno as we continue to develop, assess, and finalize policies and resources. Adjustments to the format are encouraged to create a more comprehensive plan as we move forward.

Deliverable	Existing Policy or Resource?	Initial Point of Contact(s) (with working Doc Link)	Where It Is or Will Be Posted- website or deliverable	Review/Update Interval	Racial Risk Assessment	Training Recommended?	Approval, Check, and/or Consequence (?)	Notes
Complaints and Reporting Policy	Yes university level and department level (sexual/ racial/ ADA)	Drew & Stacia	Unlawful discrimination and harassment Code of conduct	As needed	<mark>Recommended as part of a periodic department review</mark>	Employee training covers this (faculty & staff) Grad students? <mark>Department training?</mark>	Policy in place, consequences vary depending on severity of action	-Set up committee composed of faculty (?) for review of code of conduct complaints.
Demographic Data	Some <mark>What more should we start collecting?</mark>	Conni and Kurt	DGSE website	Recommend annually	Recommended as part of a periodic department review	Not planned	Not relevant to our pod at this time	-collect additional data, ex: socioeconomic status

URGEO
Unlearning Racism in Geoscience

Policies for Working with Communities of Color (now only date includes policies geared towards indiginous people)	No	Ethan, Sam	Deliverable week 4	Review as needed.	Yes - *Ethics protocols on partnering with communities of color, such as those hosted by the Alaska Native Science Commission*	Approval	-pay whoever is tasked with this ? - Components: 1) Land Ack. 2) Policies/ Protocols for Ethical Collab. 3) Community Contact List 4) Student Type Group Outreach
				==In next year, broaden to include 1st generation college students, as this has broad intersections with C of C. See Here==			
Admissions and Hiring Policies	Yes	Erika and Scott	Week 5 deliverable	Review every 3 years? (need time to evaluate if last change was effective)	Recommended (taken into account when admissions policies are reviewed)	Already provided but more recommended	Approval
Safety Plan & Code of conduct	Student field camp plan DGSE code of conduct	Heather and Phillip	Safety plan - week 6 deliverable

Code of conduct

Safety plan sent to students | Annually, but also after any major reported incidents | Recommended

==Extend to lab situations?== | Yes- Wilderness first aid (inclusive culture of field), leadership, van maintenance | Approval | -Extend to lab situations |

Resource Map	Yes- DGSE graduate student resources	Ellyn and Joel D	Post on organization website	Additions on a rolling basis			Approval	

● **Agreement/Pod Guidelines** – Out pod agreement and pod guidelines set the tone for how we will interact with others during our meetings (see ground rules section) and how the pod will make decisions (vote, discuss, vote again with the option to veto). The pod should modify this document on a rolling basis to include leadership positions and how work is being divided within the pod and active pod members and their roles. These documents can be adapted into a longer-term plan for a working group at UNR. The document can be expanded to include a summary of who we have met with as a team and who our key contacts are. Since there is a lot of overlap with the DEI committee, perhaps essential agenda items could be listed/ mentioned in both groups for additional input and collaboration.

● **Complaints and Reporting Policy** – In our complaints and reporting policy deliverable, we outline that there is university level and department level training; however, we would like to expand training, specifically harassment training to students, including graduate and undergraduate students. We have drafted a code of conduct for the department to encourage a culture of safety and respect, violation of the code of conduct or instances of harassment will have consequences that scale with the severity of the incident. Additional action items: Add a link on what we post on the website to the University Administrative Manual: https://www.unr.edu/administrative-manual due to the wealth of information available from the manual (e.g. a specific policy on sexual harassment https://www.unr.edu/administrative-manual/500-1999-fiscal-and-business-affairs/1911-policy-against-discrimination-and-sexual-harassment-complaint-procedure).

● **Demographic Data** – Since we are already collecting data on student gender and ethnicity at the enrollment and degree awarded stages, we would like to expand the collection of data to include the following categories: specify incoming student interest or interest in declaring the major to determine if there is a difference between student enrollment and student interest. Additional information to

collect includes student socioeconomic status, first-generation status, if students have a summer internship, collect information after graduation, and add self-identification of gender identity rather than binary gender reporting, neurodivergence, and disabilities. Additional action items: think of a way to collect additional demographic data without identifying individuals due to the small numbers.

- **Policies for Working with Communities of Color** – Working with indigenous communities is integral to UNR research; we hope to create a database of contacts and interactions with communities to establish a more permanent relationship between the communities and the university to foster a relationship of trust and respect. Training is needed for staff and students doing research with these communities; we hope to model our training after the ethics protocols on partnering with communities of color such as those hosted by the Alaska Native science commission. For now, our recommended steps for university members working with communities of color are to check if your travel will involve communities of color and to read about the community. We propose to expand the scope and aim of this deliverable to include working with communities of color in Reno, NV, where the UNR campus is located. We plan to do this by working with student-type groups (first gen) and introduce them to geosciences, it has been proposed to fund a graduate student to build relationships with existing first gen groups on campus.

- **Admissions and Hiring Policies –** We report that the GRE requirement has been dropped for admission into the graduate program. For hiring policies, we suggest creating a new rubric for candidates that emphasizes working on DEI efforts and referring to the rubric at multiple stages of the hiring process. The hiring process guidelines are not public currently, but we will be as transparent as possible when posting publicly on the jobs board for potential candidates. Anti-bias training is offered. However, more training is recommended. Additional action items: potentially discuss the admissions and hiring policies among faculty members to try and promote more equitable practices during the faculty retreat.

- **Safety Plan -** We focus on adding training to increase safety in the field, for example, adding car maintenance training to ensure university members who use university vehicles do not get stranded in areas where they could be harassed. Additionally, we propose the addition of in-Reaches to the UNR gear library for students to check out and use in the case of an emergency. For now, our recommendation for university members conducting fieldwork is to check if your travel site has undergone a racial risk assessment, or if there have been reports of blatant racism and harassment of this area if this policy is adopted, consequences for not following the policy could include restricted driving access.

- **Resource Map –** There is an existing DGSE canvas page for graduate student resources; this deliverable proposes additional resources focusing on student resources; we suggest a designated person (advisor, student, mentor) go through the resource map with them.

- **Racial risk assessment- we are learning more about effective racial risk assessments and conduct a racial risk assessment for all deliverables at a DEI meeting.**