

# URGE

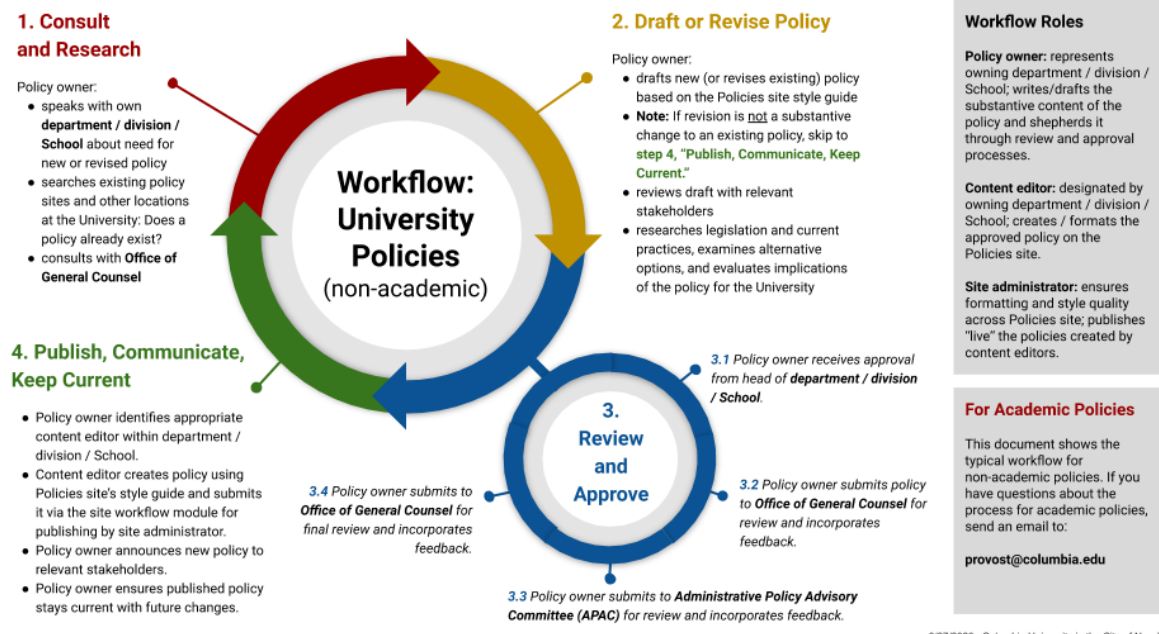


## Unlearning Racism in Geoscience

### URGE Complaints and Reporting Policy for Polar Podlet / Lamont-Doherty Earth Observatory

This is what was found by Polar Podlet at Lamont-Doherty Earth Observatory & Columbia University on policies for handling complaints, the reporting process, resources, and possible outcomes. Most of the information was public. Answers that were only found through follow up with contacts are noted. Some of the answers are marked as “Unknown.” This does not mean that the University does not have resources for that specific issue, but that we could not find information regarding the policy, or it was not clear to us what the policy is.

- The link(s) to the reporting policy at our organization are here:
  - [Columbia University Policies \(columbia.edu\)](https://policies.columbia.edu/)
  - [Lamont-Doherty Earth Observatory | Discrimination, Harassment and Gender-based Misconduct Policies \(Ideo.columbia.edu\)](https://www.ldeo.columbia.edu/discrimination-harassment-and-gender-based-misconduct-policies/)
  - [Lamont-Doherty Earth Observatory | Discrimination, Harassment and Gender-Based Misconduct Training \(Ideo.columbia.edu\)](https://www.ldeo.columbia.edu/discrimination-harassment-and-gender-based-misconduct-training/)
  - Are reporting policies regularly reviewed? What is the process for changing policy?
    - It is unknown how regularly reporting policies are reviewed, unless the State or Governmental guidelines are also reviewed/changed.
    - The infographic below is the current Columbia University policy change review process. This was found on the [Columbia University Policies \(columbia.edu\)](https://policies.columbia.edu/) page.



# URGEO

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- Are the rates of reporting made publicly available (e.g. # of reports each year)?
  - **Unknown.** This statistic is either not publicly available or not easily accessible, as we could not find it.
- What mechanisms are available for reporting complaints, bias, microaggressions, harassment, and overt racism?
  - Who are the designated individuals/positions for reporting incidents?
    - All Columbia University Faculty and Staff in supervisory positions have a “Duty to Report”
    - Kuheli Dutt - Assistant Director Of Academic Affairs And Diversity, Lamont-Doherty Earth Observatory Title IX Coordinator
    - Melissa Rooker - Associate Vice President for Diversity, Community Affairs, and Equity at Columbia University
    - Marjory Fisher - Associate Vice President, [Columbia University Title IX Coordinator](#)
  - Can reports be made online? Where? **Yes/No**, [\[Link\]](#) Anonymously? **Yes/No**
    - Office of Equal Opportunity and Affirmative Action: [EOAA \(columbia.edu\)](#) **Anonymous?** No. Requires full names and University ID Numbers
    - [Columbia University Life: Home Page \(columbia.edu\)](#) **Anonymous?** No. Requires full names and University ID Numbers
    - Columbia University [Sexual Respect | sexual respect \(columbia.edu\)](#) **Anonymous?** No. Requires full names and University ID Numbers
    - Columbia University Postdoc Union [CPW-UAW Workplace Issue Form](#) **Anonymous?** No. Requires contact details to submit complaint
    - [Columbia Ombuds Office \(columbia.edu\)](#) **Anonymous?** No, but it is confidential and operates independently of Columbia University administration
    - [Employee Assistance Program | Human Resources \(columbia.edu\)](#) **Anonymous?** No, but it is confidential
  - Who do in-person and online reports go to? Who has access to see reports?  
**Names and/or positions** or “Not publicly listed/Unknown”
    - **Unknown** - Not publicly listed
  - Are police included in the process? When and how? Are individuals accompanied by an advocate or someone from the organization?
    - Only if the victim files a claim with NYPD and/or Campus Safety. In that case, the EOAA and Campus Safety offer support during the formal law enforcement process.



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- What are the outcomes or consequences for reported individuals?  
Follow-up by supervisor, training (bias, etc.), disciplinary action, termination.
  - Who decides the outcomes/consequences? What is the process?
    - Title IX Hearing Process: [Investigator Training 2020 \(PDF\)](#)
    - [AN INTRODUCTION TO COLUMBIA'S GENDER-BASED MISCONDUCT & INTERIM TITLE IX POLICIES FOR STUDENTS \(PDF\)](#)
      - "Resolutions that are not punitive or disciplinary in nature will continue to be available options under each of the Policies."
    - [Lamont-Doherty Earth Observatory | Discrimination, Harassment and Gender-Based Misconduct Training \(Ideo.columbia.edu\)](#)
      - Case is reviewed by investigators in EOAA or GBM Offices. Suggested sanctions are presented to the Supervisor or Dean, who then makes executive decisions. Appeal process available.
  - Are reports tracked? [Yes/No](#) How are they tracked? By who?
    - **Unknown.**
  - Are repeated complaints escalated to a disciplinary board? What is the process?
    - **Unknown.**
- What resources are available for individuals reporting?
  - Counselors or advocates, especially those of the same race, ethnicity, and gender.
    - [Kuheli Dutt](#) - Assistant Director Of Academic Affairs And Diversity, Lamont-Doherty Earth Observatory Title IX Coordinator
    - Multiple counselors or advocates are not available at LDEO.
    - **Unknown.** Not publicly listed for Columbia University.
  - Automatic or requested investigation of potential impact on grades or evaluations.
    - **Unknown.**
  - Protection against retaliation or repercussions, accommodations for continuing work/courses, option for pass/fail or outside assessment.
    - [Columbia University Non-Retaliation Policy \(columbia.edu\)](#)
- What resources are available to groups raising issues or proposing changes?
  - Petitions of # signatures trigger a town hall, meeting with organizational leadership, or policy change. What is the follow-up process for town halls and meetings?
    - Follow-up processes for town halls are unknown. The LDEO often sends the minutes or any document with information discussed on the event.
  - Working groups or committees with power to change or propose changes to policy.
    - The LDEI Task Force, which is "[committed] to creating new foundations for a diverse, equitable, and inclusive community and campus."
  - Cultural surveys, regular or only after wide-spread reports or high-profile incidents.



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- [Lamont-Doherty Earth Observatory Annual Report \(ldeo.columbia.edu\)](https://ldeo.columbia.edu)
- If surveys are done regularly, they are not available on the website, so they are not traceable. A mental health and DEI survey was taken and shared with the LDEO community by email in March 2020.
- Leadership proactively asks students and/or staff for input on how to improve.
  - **No.**