Deliverable - Resource Map

Polar Podlet, Lamont-Doherty Earth Observatory (LDEO), Columbia University
4/29/2021

This document represents a draft with a list of resources that the Polar Podlet would like to address to future members of the group.This is a working document and we will be adding more information on each resource when needed. The main goal of this resource map is to include all the essential information based on needs/interests identified during our URGE meetings. We will review this document before a new member arrives to guarantee that the information is up to date.

Start-up resources

- LDEO campus map and directions are available here.
- Columbia CUID (Columbia University ID) card
  - https://ssc.columbia.edu/obtain-id-card
- Computing / Printing
  - Computing hardware (& backup) needs will be discussed with your supervisor?
  - Printing facilities are provided at Lamont:
    - Location: Ground floor of Oceanography, Room 106A
    - Type: HP Color LaserJet CP4020 Series PCL6
    - IP address: 129.236.20.36
  - Plotter printers in Seismology:
    - There are two plotters available on campus to print posters. See information on how to use them here.
- LDEO IT: There is an IT department available to help you with computing issues on campus.
- Email: you will be issued with an LDEO email account and a Columbia CUID email account.
- Oceanography WiFi Network: CryoWiFi (Add password)
- Lamont shuttle (between LDEO and Morningside campus (120th St. near Teachers College))
  - https://transportation.columbia.edu/content/lamont-shuttle
  - You do not need your Columbia ID to ride the shuttle when you first arrive at Lamont. Tell the driver you are a new student/employee and don't have an ID yet.
- Car parking at Lamont
  - There is lots of parking!
  - You need to register your vehicle with LDEO security (Fill out this form) and apply for overnight parking once you have obtained a LDEO decal from security (Fill out this form).
- Housing
  - https://ocha.facilities.columbia.edu/
  - http://facilities.columbia.edu/housing/housing-essentials

- - http://www.overlookatpiermont.com/
- Visa / immigration issues (international students/researchers)
  - International Students and Scholars Office
    https://isso.columbia.edu/content/visas-and-travel
  - Taxes for non-residents
  - LDEO point of contacts in HR: Becca Kenny, Virginia Maher
- Library resources
  - https://library.columbia.edu/
  - If you are off-campus, use the following link to access an IP-restricted resource such as a subscription-only journal article
    https://www1.columbia.edu/sec/cu/lweb/help/howto/proxy/create_url.html
- LDEO Cafe Website
- NYC Food Recommendations

On-campus social activities

- Monday Bagels - Every Monday at 10:30 am we meet at the table to talk about any specific topic or just to chat about the weekend. There are bagels, cream cheese, and coffee for everyone!
- Tea/Coffee area - Feel free to make your own coffee/tea using what is there. We generally sit at the coffee area at 3 pm for a quick casual catch up.
- Celebration Cake - There is always cake when papers/proposals are accepted, on someone's defense, or any other good reason to celebrate
- Sports - People play Volleyball and Soccer on campus multiple days a week. Ask us about the schedule.
- Yoga - Yoga happens every Friday on campus.
- Running - there is a running group that meets and runs on the trails near campus.
- TG - After the Colloquium seminar on Fridays, there is a casual meet-up in Monell with soft drinks, snacks, and beer/wine.

Mentoring plan

- The group is working on a General Mentoring Plan, one which is applicable across multiple roles. This will be added here as soon as available. Below is our working Postdoctoral Research Mentoring Plan, as submitted with NSF proposals that include funding for postdocs.

  The LDEO Postdoctoral Researcher Mentoring Plan involves the following steps:

  (1) A Self-Assessment: The postdoctoral researcher fills out the self-assessment questionnaire and discusses relevant questions with their mentor. If necessary or appropriate, multiple mentors could be included in the process.

  (2) Structured Mentoring: The postdoctoral researcher and mentor/s meet at least once every three months to discuss career guidance, taking into consideration the items listed on the self-assessment questionnaire. All items in

the questionnaire are pertinent to all cases or at all times.

(3) Ongoing Feedback: The Assistant Director for Academic Affairs & Diversity will solicit written feedback annually on their overall mentoring experience.

Specific elements of the Lamont mentoring efforts include the postdoctoral researcher's:

• Development of an individual development plan to define the expectations and goals of postdoctoral researchers. Through a combination of self assessment and formal evaluations the postdoctoral researchers will ensure that their goals are appropriate and are being achieved.

• Regular attendance at seminars and workshops organized by the Office of Academic Affairs and Diversity on funding opportunities, writing competitive grant applications, the grant submission process, crafting budgets and budget narratives and best practices for the responsible management of sponsored awards.

• Presentation of research results at one or more conferences each year. In general, the Polar Geophysics Groups targets post-doctoral presentations at one large international meeting such as AGU or EGU each year plus one smaller workshop or meeting.

• Participation in the weekly research reading meetings of the groups, as appropriate. All group members will be expected to present their research regularly, and feedback and coaching will be given to help all members to develop their communication and presentation skills.

• Participation in the annual summer research series for postdoctoral fellows at Lamont Campus, in which speakers discuss subjects related to career development such as how to apply for a faculty position, career paths outside of academia, tips for negotiating salary and start-up funds, and how to plan an independent research agenda. Success of this mentoring plan will be assessed by tracking the progress of the postdoctoral researchers through their individual development plan, with interviews to assess the researcher's satisfaction with the mentoring program, and tracking of the postdoctoral researcher's progress toward their career goals.

Core work resources

- Licensed software access (ArcGIS, MATLAB, etc)
  - Columbia has institutional licensing agreements with Matlab, and many others - contact https://cuit.columbia.edu.
  - For ArcGIS, http://www.ciesin.org/gisservicecenter/
- Software download for free or with discounted rates for students and faculty (e.g. Malwarebytes, Microsoft Office)
  - https://cuit.columbia.edu/cuit/software-downloads
- Slack groups (Polar Geophysics Group, etc.)
- Items of field (polar) clothing are available - check with Frances Simpson
- Publications procedures
- Travel / expense reimbursement - Concur
  - (https://travel-expense.finance.columbia.edu/)

- VPN for remote access
    - [Lamont](#)
    - [Columbia](#)
- [Server access](#)
- Join cryolist "Email distribution list for those interested in snow, ice, and all things frozen" https://cryolist.org/
- Each division runs a seminar series during the semesters. Plus Lamont colloquium. All seminars are open to everyone!
- Reporting Policy: https://docs.google.com/document/d/1XzWbHjWeESdYGR0A3J8fwKuZln7Wuwz3/edit

Group Knowledge Resources

- [Projected Coordinate System Information](#)
- [UTC to GPS Time - Leap seconds](#)
- [Importing and Plotting LiDAR LAS data in ArcMap](#)

Community support and mental health resources

- Employment Assistance Program (EAP): The EAP can help with a wide variety of life challenges and concerns, including relationships, family interactions, work concerns, or any other personal issues. The services are provided at no cost for Columbia Employees. To access, use the information below:
    - https://humana.eapwl.com/login?returnUrl=/

Skillset support resources

- Skills or experiences that are required for their work/field
- Coding resources (e.g., R, Matlab, Python)
    - CIESIN has extensive training on GIS, including the management of LDEO's licenses.
    - https://www.lynda.com

Professional development resources

- Office for postdoctoral affairs:
    - https://research.columbia.edu/office-postdoctoral-affairs

Committees

- Committees with Campus-Wide Representation (e.g. Campus Life Committee; Mentoring Award Committee; Open House Committee)
- LDEO Committees (e.g. Executive Committee; Postdoctoral Fellowship Committee; Promotions and Careers Sub-Committee; Diversity, Equity, and Inclusion (DEI) Task Force)

- https://www.ldeo.columbia.edu/about-ldeo/organization/committees

Outreach resources

Our group is involved in extensive outreach activities that engage with the diverse communities of the NYC region. All members of the podlet have experience in these programs, and we considered them in the questions that follow.
- NYC schools (Career Day, NYAS/DOE Scientist-In-Residence)
- Internship Programs
  - SSFRP (High School Summer interns)
  - Summer: REU Interns (Non-CU) // Earth Interns (CU only)
  - EI and work study interns (CU students during the academic year)
  - Outreach events (Intrepid, AMNH, LDEO Open House, Submerge, World Science Festival, AGU, Antarctica Week)

We have a research program working with communities in Greenland to develop locally-focussed predictions of the impacts of sea level change. In this work we aim to engage with as wide a range as possible of community stakeholders to help develop survey designs for seafloor mapping and help identify environmental changes that will have significance for the individual communities.

There are significant polar outreach activities and resources available at Margie Turrin's website: https://www.ldeo.columbia.edu/edu/polareducation/