

URGEO

Unlearning Racism in Geoscience

ENE at F&M Pod

URGE Resource Map for Franklin and Marshall College, Earth and Environment

This is a draft Resource Map for ENE at F&M Pod at Franklin and Marshall College. This was adapted from the "Sample Ph.D. Mentoring Plan" developed by Vashan Wright (Woods Hole Oceanographic Institution) and Karin Block (City College of New York and CUNY Graduate Center), License: [CC BY-NC-SA 4.0](https://creativecommons.org/licenses/by-nc-sa/4.0/). Some of these will be resources common to all and some will be questions for identifying specific resources based on needs/interests identified during initial meetings while implementing the mentoring plan.

Mentoring plan

- This resource map is available for all students, faculty, and staff who are involved with the Department of Earth and Environment.
- Individual/Group meeting expectations (interval/frequency, journal articles, presentations, socializing, time management, reviewing manuscripts, revising manuscripts/dealing with rejection, careers, current events, media requests)
- Evaluations: rubric, frequency for advisor/committee evaluations, encourage self-evaluation (reflection) and review long term goals and how to achieve them

Core work resources

- ENE requires all students, staff and faculty to sign a Code of Conduct that addresses inclusivity and diversity, mental health, and expected and inappropriate behavior in the field. The COC process can be [found here](#). Code of Conduct [link here](#).
- Communication plan and expectations: The faculty will have assigned office hours posted on their syllabus indicating the times they are available to meet. The department website <https://www.fandm.edu/earth-environment/directory> has the E&E Directory posted where the emails to both faculty and staff can be found in order to schedule appointments.
- Reporting Policy.
 - In case of issues related to insensitivity, harassment, exclusion, or others, folks can report to their advisor or the department chair. Students must keep in mind that college employees are [Mandated reporters](#), meaning they must report to the Title IX office if they learn about sexual harassment, discrimination, dating violence, domestic violence, stalking, or sexual assault.
 - For anonymous reporting, the College maintains a [Bias incident reporting information](#) website and [online form](#). address issues related to insensitivity, harassment, exclusion and what are the consequences (e.g. not everyone drinks

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alcohol; no “locker room” talk), provide additional contacts for reporting outside of the advisor.

- F&M Employees must adhere to a [Standards of Conduct Policy](#).
- F&M Students must adhere to the [Student Code and Policies](#).
- During the COVID pandemic, everyone must follow the [F&M Pledge](#).
- Equipment. For ENE field trips and research, students are provided with gear that goes beyond the standard individual gear, such as boots and field pants. If a student does not have access to individual gear, they should contact the Chair of the department. ENE can provide various pieces of camping equipment for loan. The Center for the Sustainable Environment also has a [gear rental program](#).
- Conference and workshop participation. ENE students are encouraged to present research at conferences. A student should speak with their advisor about finding funding for attending conferences. Often a specific conference will have student funding available through an application process. The Geoscience (includes ALL ENE majors, not just geoscience majors) Founders Society also has funding available for students.

Community support and mental health resources

- **F&M:** Housing accommodations - Medical singles are reserved for students with a medical or psychiatric need that rise to the level at which their health would be compromised by having a roommate.
 1. Register with SAS by completing an intake form
 2. Have your care provider complete a Housing Accommodation Form
 3. *Email:* sas@fandm.edu
 4. *Reach:* Kelly McAllister at 717-358-3989
- Employee Moving Reimbursement:
 - Forms can be found here:
<https://www.fandm.edu/college-policies/hiring-and-position-policies/moving-expense-reimbursement-policy>
- Services at F&M:
 1. Dr. Gretchel Hathaway, Vice President of Diversity, Equity, and Inclusion
 2. Diversity initiatives/counseling services:
<https://www.fandm.edu/diversity-and-inclusion>
 3. Bias Incident Reporting System, Black Lives Matter, Counseling Services, DipCares, Diversity, Equity, and Inclusion Resources, Faculty and Staff Initiatives, International Student Services, Institutional Data and Research, LGBTQ+, Office of Student Accessibility Services, Presidential Task Force on Campus Climate, Title IX, Resources for Campus Activism

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- Clubs on campus: <https://www.fandm.edu/campus-life/clubs>
- Diversity Initiatives on campus:
<https://www.fandm.edu/diversity-and-inclusion/diversity-and-inclusion-in-student-life-at-f-m>
- **F&M Calendar:** <https://www.fandm.edu/events-calendar> - <https://www.fandm.edu/about/contact>
- **F&M Partnerships with local businesses:**
<https://www.fandm.edu/pcac/national-partnerships> - <https://www.fandm.edu/ware/community-partners> - <https://www.fandm.edu/sustainability/current-initiatives/food-system>
- **Related clubs:** Environmental Action Alliance, Fishing Club, Outdoors Club, Women and Gender Minorities in STEM.

Skillset support resources

- For all lab instruments and field equipment training, contact the [Lab Manager](#), currently Emily Wilson, Hackman 103
- The college routinely offers a short (<4 hours) course for becoming large-van certified. You must have a valid driver's license. See Academic Coordinator for more information.
- ENE hosts a Wilderness First Aid course, usually once a year during the spring. The fee is waived for ENE students. This course takes place over a weekend, 16 hours total.
- The Office of Student and Post-Graduate Development ([OSPGD](#)) has many resources for students.
- If a student or employee needs additional training for research or a job, they should speak with the Chair of the Department.

Professional development resources

- Information about the Office of Student and Post - Graduate Development can be found in the following link: <https://www.fandm.edu/ospgd>
- Internships: <https://www.fandm.edu/ospgd/students/gain-experience/internships>
- Employers: Recruiting F&M Talent:
<https://www.fandm.edu/ospgd/employers-recruiting-f-m-talent>
- Geoscience - Environmental studies - Environmental sciences: Students can find information on different opportunities related to their field of interest in the following link:
<https://www.fandm.edu/earth-environment/student-opportunities>
 - Seminars are offered for both Geoscience majors and Environmental Studies/Science majors their senior year.

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Outreach resources

- Outline opportunities, expectations, benefits, and/or compensation for mentoring new hires and/or students who wish to engaged in belonging, accessibility, justice, equity, diversity, and inclusion (Be A JEDI) efforts
- Explicitly acknowledge, discuss, and suggest policies to limit the “time tax” put on people of color for participation in Be A JEDI activities and support clear path for opting out

Guide to Expenses Account Numbers

<https://www.fandm.edu/uploads/files/587886131166895910-account-code-definitions-list-0714-exp-acct-codes.pdf>