

Session number	Session Deliverable	Existing policy or resource?	What's missing/What is the need	Main ask(s)	Next action item	Admin Point of Contact	URGE Pod point person (usually session leader/pod leader)	Location of policy/resource	Review/update interval	Racial Risk assessment	Training recommended?	Oversight process
2	Complaints and reporting policies	https://mit.wholedu/campus-life/student-resources/support-resources/	Unclear outcomes or consequences for reported individuals.	-OMBUDS office	Dissemination of resources on a card/posters?	Ben Van Mooy/Meg Tivey/Kathi Benjamin	Sheron	Confidential Reporting: Ethics Point (1-866-868-0920) EEO Officer: eeo@wholedu (508-289-2705) Title IX Coordinator: titleix@wholedu (508-289-2848) Title IX WHOI Reporting: https://www.wholedu/what-we-do/educate/apo/reporting-concerns/ Title IX MIT: titleix@mit.edu Title IX MIT Reporting: https://idhr.mit.edu/reporting-options Jeff Steewald (Education Coordinator) Academic Programs Office	Annual	Yes	Yes	HR, DEI Office
3	Demographic data	No public goals, no public demographic data	need accessible demographic data across positions	Our main ask was a DEI landing page for the institute that includes vision statements and makes demographic data public. Since this session a DEI landing page was created which is a start (https://www.wholedu/who-we-are/about-us/diversity-equity-and-inclusion/). Work with CDEI for WHOI to collect demographic data that is more detailed than NSF. Put out yearly surveys assessing QoL, rent, etc.	follow up with other pods to push for demographic data on websites, coordinate for CDEI	Kathi Benjamin	Ellen	Ideally, MIT website and a link on the WHOI website to MIT website or reproduced data for just JP students https://jr.mit.edu/graduate-education-statistics	Annual	Not recommended at this time	Not recommended at this time	APO, WHOI HR, DEI Office
4	Policies for working with communities of color	No institutional level policy or resources known	Develop guidelines for how to interact with and work with communities of color in the course of research projects. Could include recommendations for how to facilitate more of this. Would benefit from a dedicated facilitator who stays actively informed on local issues.	Policy development, including guidelines and recommendations for best practices, with consistency among departments		Dept chairs, dept admin	Scott	Department offices.	Annual		Yes - on case-by-case basis where needed	WHOI JEDI committee
5	Admissions and hiring policies	CDI's academic recruitment group; JP ASK, occasionally, rubrics for evaluating applications (e.g., DEI statements), boilerplate EEO statements on job postings, and occasional links to DEI @ WHOI page	Training for those evaluating applications; rubrics for evaluation; improved outreach; decreased WHOI homophily (or significantly increased diversity in pools WHOI pulls from); improved (JP) application; resources to allow for retention - e.g., housing given the seasonality of available houses and average high cost of rent/purchasing houses	Training, outreach; assistance with housing (funds/finders); WHOI managed site for students/postdocs rentals		? this one feels so broad to me! Kathi Benjamin?	Katie		Annual (semi-annual - once at beginning of cycle, once at end?)	Yes	Yes	APO
6	Safety Plan	WHOI's publicly available complaint resolution flow chart, required for all UNOLS institutions	relevant, useful hands-on bystander and conflict resolution training that includes anti-racist action (previous conflict resolution training did not necessarily center anti-racism, but rather professional conflicts), data/assessment of at sea experiences	training	follow up with other pods (we focused on cruise-specific, maybe combine into one), follow up with those that organized the conflict resolution training, get in contact with AdvanceGEO about cruise specific trainings?, follow up with UNOLS	WHOI UNOLS council rep (I think)	Erin	currently UNOLS website	Annual	Yes	Yes	
7	Resource map	Mentoring, educational, development resources are available at WHOI, though none that specifically involve programs for marginalized groups	Resources are available at WHOI at various career stages but to the best of our knowledge a consolidated directory of these resources is not available. Further, DEI based resources are sparse, but hopefully will improve with the new focus of the WHOI admin on DEI and the establishment of a DEI committee and officer.	Safe groups and spaces for marginalized individuals, Ombudsman, training/mentoring focused on strategic responses and navigation of bias; housing resources (funds, website specifically for students/postdocs, finders); a compilation of where people live and how much they are paying.	coordinate with CDI to initiate mentoring, support, health initiatives and resources for affinity groups	Kathi Benjamin, Meg Tivey	Colleen		Annual		Yes	Student group? Affinity groups?
Additional considerations for each deliverable (long form)												
Pod Agreement												
Complaints and reporting policies												
Demographic data												
Policies for working with communities of color												
Admissions and hiring policies												
Safety Plan												
Resource map												
Other notes: We will coordinate with other pods at WHOI to consolidate all this deliverable into one document that URGE reps will consult as we meet with admin about implementing changes. This doc is also supplemented by a Questions and Asks doc which goes into detail our Q&Asks for each session.												