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URGE Resource Map for the Earth and Environmental Sciences Department at  
The City University of New York – The Graduate Center  
Version 1: April 30, 2021

This is a version 1 Resource Map for the Department of Earth and Environmental Science at The City University of New York – The Graduate Center. 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](#). 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. While we have created a department and NYC-specific resource map to the best of our knowledge, there is also an existing resource map [here for faculty](#) and [here for students and faculty](#).

**Our Code** In the interest of fostering an open and welcoming environment, we as scientists pledge to make participation in our projects, and our community a harassment-free experience. This promise is made regardless of age, ability, any and all physical or mental disability, experience, ethnicity, gender identity, sexual identity and orientation, nationality, personal appearance, race, or religion. We wish to explicitly welcome and support persons whose voices have historically been excluded in geosciences.

**Intent** This resource map is to provide persons of color with resources that may be useful in maintaining one’s own physical and mental well-being.

- Mentoring plan
  - For new hires:
    - Orientation session with EO, DEO, and fellow new faculty.
  - For new students:
    - 1-on-1 meetings with each student
    - Student orientation & buddy system
  - For students and faculty: Individual and lab group meetings are expected to take place on a regular basis. This regularity will be different for each student-advisor pair and lab group. (Within these groups more discreet info can be discussed on interval/frequency, journal articles, presentations, socializing, time management, reviewing manuscripts, revising manuscripts/dealing with rejection, careers, current events, media requests)

- Department Check-ins (this excludes any check-ins established with advisor-advisee partnerships)
      - Initial hire
      - 1<sup>st</sup>, 2<sup>nd</sup>, and 4<sup>th</sup> year advising with EO & DEO
      - Evaluations: rubric, frequency for advisor/committee evaluations, encourage self-evaluation (reflection) and review long term goals and how to achieve them
    - Scheme for mentoring relationships? Including peer reviews (placeholder)
- Core work resources
  - Departmental Code-of-conduct - all members must **sign?** a code of conduct that addresses inclusivity and diversity, mental health, publications or outputs, social media use, working hours, and vacation. (placeholder)
  - [Workspace Safety Plan and Code of Conduct](#) - this an outline of resources and expectations of all persons in a space affiliated with their role at CUNY – The Graduate Center.
  - [Reporting Policy](#) - To address issues related to insensitivity, harassment, exclusion and what are the consequences (e.g. not everyone drinks alcohol; no “locker room” talk), provide additional contacts for reporting outside of advisor
  - Equipment –
    - [Software Availability](#) - list of available software for students and faculty
  - Conference and workshop participation
    - Funding for conferences is very limited, for both faculty and students, from the GC. Faculty can also consult their home department for potential additional funding. We encourage all GC persons to consider proposed workshops/conferences, especially for groups like SACNAS, NABG, AISES, GeoLatinas and others
    - Conference attendance expectations and recommendations (placeholder)
- Community Support and Mental/Physical Health resources
  - Moving and Housing
    - Note: We do not offer financial assistance with moving expenses. Our listservs are often a place where openings in apartments and houses are listed. Further resources can found here:
    - Internal:
      - [GC Student Life webpage](#)
        - [GC Housing at 165 East 118th Street](#)
    - External:
      - [Zillow](#)
      - [Roommates.com](#)

- [Craigslist](#)
- Services at organization/university:
  - [Compliance and Diversity Office](#)
  - [Title IX](#)
  - [Public Safety](#)
  - [Health & Wellness: Health and Counseling Services](#)
    - [Mental Health Counseling Services](#)
    - [External Mental Health Services Available via Referral](#)
  - [Research & Sponsored Programs](#)
  - [Ombuds Office](#)
  - affinity groups, etc. (placeholder)
  - [Writing Services and accountability groups](#) (can schedule 1-on-1 consultation, join writing groups, and attend seminars here to help with writing at any stage of the doctoral program)
  - [Information Technology \(IT Services\)](#)
  - [Office of Human Resources](#)
  - [Bursar](#)
  - [Registrar](#)
  - [Career Planning & Professional Development](#)
- Services External to the GC
  - [Institute for Contemporary Psychotherapy](#)
  - [William Alanson White Institute](#) (offers training & education, and clinical services)
- Articles and blog posts
  - [The Awesomest 7-Year Postdoc or: How I Learned to Stop Worrying and Love the Tenure-Track Faculty Life](#)
  - [Dr. Karin Block's pinterest board of useful student resources](#)
  - Readings and resources to help with the “hidden curriculum” (placeholder)
- We encourage and assist in making connections to someone who may understand their experience
  - Informal social events, buddy systems, and peer-support training is an ongoing place of work for this department (placeholder)
- Calendar(s) of events or mailing lists to join
  - [GC Events Calendar](#) (includes academic calendar and events calendar)
  - [EES Department Program Events Calendar](#) (e.g., includes information about department colloquium)
  - Faculty and students will be placed on appropriate listservs for the department when they arrive.
    - For list servs of additional GC services: [Archive of all GC Listservs](#)

- [Writing Center](#)
  - [GC Career Planning & Professional Development Email List](#)
- List serves external to the GC, diversity-related
  - [URGE](#) (join the mailing list at the bottom of the page)
- List serves external to the GC, science-related, links are email addresses for these listservs. If interested, we recommend introducing yourself in an email and asking to be placed on the mailing list.
  - [American Museum of Natural History Earth and Planetary Sciences Seminar Listserv](#)
  - [Lamont Doherty Earth Observatory at Columbia University list of colloquiums and department-specific seminars](#)
  - Volcanology and Petrology listservs/seminars
    - [VOLCANYC](#) - an nyc-based volcanology group
    - [ASU volcano](#) - list serv
    - [International Volcanology Seminar Series](#) - seminar series
    - MSA listserv?
    - [SZ4D](#) - a community-driven research initiative to understand subduction-zone hazards
  - Other discipline-specific listservs/seminars (placeholder)
  - [SERC-carlton](#)
- Connecting with cohorts, organizations, social clubs with common identities and/or interests
  - [Meetup App](#) (external to the GC, can find or start any social club here)
  - [Resource map for geology organizations with shared identities](#)
    - The resource map above includes support groups and organizations specifically for BIPOC folks, LGBTQIA+ folks, women, persons with mental illnesses and spectrum disorders, persons with limited mobility and chronic illnesses, first generation students, low-income students, homeless students, undocumented students, students struggling with addiction, and students with a criminal record.
  - Athletic organizations
    - [Fitness at the GC](#) gyms, group fitness classes, etc. (many are free!)
    - [NYRR affiliated running groups](#)
  - Creative Organizations/Presentations
    - [GC Presents](#)
    - [GC Theater Center](#)
    - [GC Music Commons](#) (mostly performances to attend)
  - Spiritual and Religious Organizations (placeholder)
- Businesses or other needs, e.g. gyms, barber shops/hair services, etc.
  - [Student Activities & Discount](#)
- Skillset support resources
  - [CPR training](#)

- Coding Resources:
    - Internal
      - [Software Availability](#) - list of available software for students and faculty
      - [Resources](#) to Improve Data Science skills
    - External
      - [Code Academy](#) - learn to code for free
      - “Research Computing in Earth Sciences” course offered each Fall through Columbia University through the [Interuniversity Doctoral Consortium](#)
- Professional development resources
  - Outline available resources for training/development or best practices in:
    - Teaching/pedagogy
      - [The GC Teaching and Learning Center](#)
    - Project management/budgeting (placeholder)
    - Media training (placeholder)
    - Proposal writing
      - [Preparing Your Proposal](#)
      - [The Writing Center](#)
    - Public speaking (placeholder)
    - Networking (placeholder)
    - Design/drafting of figures using Adobe Suite/Python/ArcGIS (placeholder)
    - Getting involved in professional societies
      - [AGU](#) - American Geophysical Union
      - [GSA](#) - Geological Society of America
      - [AGS](#) - American Geographical Society
    - Additional coursework
      - Additional courses offered at Columbia, AMNH, Princeton, Rutgers, Fordham, New School, Stony Brook and NYU through the [Interuniversity Doctoral Consortium](#)
  - List fellowships, internships, summer experiences, field course opportunities
    - For Students:
      - Internal
        - [GC Digital Fellows](#) - an in-house think-and-do tank for digital projects, connecting Fellows to digital initiatives throughout the GC
        - GC Doctoral Student Research Grant
      - External
        - [NSF-Graduate Research Fellowship Program \(GRFP\)](#)

- [NASA - Future Investigators in NASA EEarth and Space Science and Technology \(FINESST\)](#)
    - Discipline specific (e.g. [CIDER](#))
      - For Faculty: Refer to the home institution department for potential additional funding opportunities, and resources from the Research & Sponsored Programs office.
  - Outline departmental and regional seminars, presentation opportunities, and opportunities to meet with speakers for building a professional network
    - EES Department Colloquium Series
    - Colloquium Series across other CUNY institutions
    - AMNH Earth & Planetary Science Department Colloquium Series
    - VolcaNYC annual meeting
- 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
  - Information on honoraria and establishing/charging speaker fees ([placeholder](#))