

# Diversion & Inclusion Subcommittee Est. Feb 2021

Progress report 24 May 2021

Naomi Jarvis, Olga Cortes Becerra, Tolga Erbora, Mark Ito, Igal Jaegle,  
Mike McCracken, Jon Zarling

## Key charges :

1. Establish ombudspersons / diversity officers for the GlueX collaboration.

- a) Make specific suggestions for how officers are selected and their particular duties.
- b) During this process, act as temporary ombudspersons.

2. Determine how the collaboration should communicate its stance on DEI, both internally and externally.

Discuss if any additional public or internal codification is recommended.

3. Organize sponsored collaboration events and determine recommendations for other collaboration action.

- a) Invite or make recommendations... on how to organize collaboration discussions on DEI matters.
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4. Review other recommendations of the 2020 Diversity & Inclusion committee's August report.

Discuss these, make recommendations on how to address them.

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## Diversity Officers – what should they do?

- fit into the existing GlueX-JLab-Institution ecosystem
- first point of contact for anyone with D&I questions/suggestions/concerns/complaints
- approachable link between GlueX and institutional ethics report forms
- support the concerned person
- do not perform any incident investigations – leave these for the experts
- follow our response guidelines, consult with D&I subcommittee if needed
- keep incident logs, report to CB & JLab Ethics Officer
  
- suggest educational resources to Collaboration Board (CB)

## D&I resources for the collaboration

[Contact form on the portal](#) - login first



Submit comments

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[Comment on the Lambda \(1520\) SDME draft paper](#)

- GlueX Actions
- [Add Collaborator Profile](#)
  - ▶ [Add content](#)
  - [Contact GlueX D&I](#)



# Convenient way to contact the diversity officers (currently the whole subcommittee)

## Contact GlueX D&I

### Diversity and Inclusion

You may use this form to contact the [GlueX Diversity & Inclusion Subcommittee](#). If you wish to receive a reply, supply your real name and email address in the fields provided. If you wish to remain anonymous, use Anonymous and [anon@gluex.org](mailto:anon@gluex.org).

Your message will be forwarded to the D&I Subcommittee: Olga Cortes Becerra, Tolga Erborra, Mark Ito, Igal Jaegle, Naomi Jarvis, Mike McCracken and Jon Zarling. If you provided your email address, one of the committee will respond as soon as they can.

**Your name \***

**Your e-mail address \***

**Subject \***

**Message \***

Send yourself a copy.

Send message

Diversity Officers – example responses following our guidelines in progress

eg A: General suggestion – we need more unisex restrooms for CEBAF center

- discuss at next D&I meeting, take appropriate action – contact engineer in charge


eg B: Someone reports harassment from another grad student

- call special meeting between officers
- discuss possible courses of action with the reporting party (person who raised the concern)
- encourage them to make an official report
- help them to find the relevant office (JLab or Uni) and make the report
- anonymize the incident info before sharing with JLab Ethics
- stay in touch with the reporting party until the incident is resolved

A+B:

- log the information for D&I records
- provide CB with an anonymized summary on a regular basis (quarterly)
- look for trends in the logs => topics for collaboration education/awareness-raising

## [Diversity & Inclusion wiki page](#) – login first



Page [Discussion](#)

### Main Page

- [GlueX Public Wiki](#)
- [D&I resources](#)
- [SciComp Issue Tracking](#)

**Experimental Efforts**

[Main page](#)  
[Recent changes](#)  
[Random page](#)  
[Help](#)

## Diversity & Inclusion Resources

The GlueX Collaboration affirms that diversity of experience, culture and perspective is essential to achieving its objectives in producing and sharing relevant research that furthers our understanding of the physical world. Thus, the collaboration is committed to maintaining an inclusive and equitable working environment for all members.

### GlueX Diversity & Inclusion subcommittee

The D&I subcommittee was established in February 2021. Its members are Olga Cortes Becerra, Tolga Erbor, Mark Ito, Igal Jaegle, Naomi Jarvis, Mike McCracken and Jon Zarling. The charges to this subcommittee and the findings of its ad-hoc predecessor are set out in the following two documents:

- [Subcommittee charges](#)
- [GlueX Diversity & Inclusion group report, 5 Aug 2020](#)

### Where to seek advice or report concerns

- JLab: [JLab Community Standards](#), [JLab Ethics Hotline](#)
- Carnegie Mellon University: [Vice Provost for Diversity, Equity and Inclusion](#), [Incident Reporting](#), [Title IX office](#), [Student resources](#)
- Indiana University: [Office of Institutional Equity](#), [Incident Reporting](#), [Division of Student Affairs](#)
- Florida State University: [Office of Equity, Diversity & Inclusion](#), [Incident Reporting](#), [Resources](#)
- George Washington University: [Diversity and Inclusion Office](#), [Title IX Office](#)
- MIT: [The Institute Community and Equity Office](#), [Institute Discrimination & Harassment Response Office](#)
- Norfolk State University: [Office of Institutional Equity](#)
- University of Connecticut: [Office of Diversity & Inclusion](#), [Office of Institutional Equity](#), [Incident Reporting](#)
- University of Regina: [Equity, Diversity and Inclusion \(EDI\) for Research](#), [EDI Officer](#)
- William & Mary: [Office of Diversity & Inclusion](#), [Incident Reporting and Resources](#)
- UNCW: [Office of Institutional Diversity & Inclusion](#)

Is your institution listed here?  
Most Profs have this info handy.  
Please add your info!  
“No ethics office” is still useful information.



## Diversity Officers – how should they be chosen?

- We would recommend 2 candidates to the CB; the CB would make the appointment.
- No elections.
- Term length: 2y, stagger terms, start with one for 1y & the other 2y.
- Start the terms as soon as we're ready. Keep them independent of spokesperson & CB transition times.
- Training would be nice but there may not be any for this role other than learning on the job. D&I subcommittee meetings have given the subcommittee some training.
- Could there be some sort of incentive for the DOs? Eg shift equivalent.

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We recommend developing a code of conduct or similar, as an overlay to the JLab community standards, which is more positive in attitude and more specific to a scientific collaboration.

We have not finished thinking about this.

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## Collaboration discussions

- Listening hour in March – number of suggestions to improve GlueX life for new people, passed these on to grad student / postdoc group, will do this again.

- [Kay Kinoshita](#)'s talk at 2pm this afternoon – please attend!

20 minute presentation followed by discussion time.

Professor in Experimental Particle Physics at U Cincinnati, member of Belle and Belle II.

One of the first Diversity Officers for Belle II; previously involved in D&I initiatives at UC.

Currently Vice-Chair of the APS Forum on Diversity & Inclusion.

This is a unique opportunity for us all to learn from her experience – bring questions.

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## Conclusion

- Good progress with our charges.
- Steven Ujaweh reviewed our outlined Diversity Officer role & guidelines.  
His feedback was very positive, he suggested that we share what we are doing with JLUO.
- Meeting with JLab Ethics Officer scheduled for June 1st
- We recommend making the temporary D&I subcommittee into a standing committee.