

## July 31 SECDEI Agenda

### 1.) Introduction and Resources

### 2.) Candidates for the ETC

- Candidate not specifically from this group but a lot of nominations would be interesting
- We should organize to back a couple of candidates (grad student + postdoc)
  - i.) Amber Roepe (grad student)
- September 15th

### 3.) Anonymous feedback release

- [https://docs.google.com/forms/d/e/1FAIpQLSdcMGHR\\_wxeFKGL7FEu9BWuQzC1fjY5dOmlc7a2uUsnlirR0Q/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdcMGHR_wxeFKGL7FEu9BWuQzC1fjY5dOmlc7a2uUsnlirR0Q/viewform?usp=sf_link)
- Who should be the group responsible for it?
  - i.) Currently the leadership trio
- Training for the group
  - i.) Resources:
    - (1) Ontario Human Rights Code  
<http://www.ohrc.on.ca/en/ontario-human-rights-code>  
Please see Education and Outreach tab for educational resources.  
As discussed, for the "Call it out: racism, racial discrimination and human rights" e-course  
<http://www.ohrc.on.ca/en/learning/elearning/call-it-out>
    - (2) Responding to Disclosures on Campus  
<http://respondingtodisclosuresoncampus.com/>  
Training for Responding to Disclosures of Sexual Violence: ON UNIVERSITY AND COLLEGE CAMPUSES IN ONTARIO

### 4.) People are being added to snowmass listservs without 'permission' or prior information

- Reach out to leaders/representatives:
  - i.) Do not add, let people add themselves
  - ii.) Add instructions to unsubscribing from listserv
  - iii.) Add fermilab listserv management

### 5.) Next survey for leadership diversity

- Today is the deadline for groups to send their description (as a group)
- [https://docs.google.com/forms/d/e/1FAIpQLScdvYcAP\\_1AcU9\\_dja4Ud52tk6YJuyUI9Asgz-1de1ZWQKHTA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLScdvYcAP_1AcU9_dja4Ud52tk6YJuyUI9Asgz-1de1ZWQKHTA/viewform?usp=sf_link)
  - i.) Asking consent to collect demographic data
  - ii.) Collecting demographics as a group to not single out people
  - iii.) Add text on what to be included in 'other' category
  - iv.) Ethnoracial description as an open box with resource to help fill in the fields (still looking for ethno-racial descriptions resource)

<https://apastyle.apa.org/style-grammar-guidelines/bias-free-language/racial-ethnic-minorities> ?

- v.) Find someone who has some training/knowledge of this category.  
ATLAS/CMS presentation on BLM
- vi.) Decided to have short field answers instead of boxes to choose categories. - More inclusive to understand more organically categories that people identify as.
- vii.) Aren't you delaying people from someone executively grouping at a later stage?
  - (1) Before anyone tries to make a pie-chart or so to describe diversity, they have to justify to SECDEI for example why they categorize in any way.
  - (2) Gives people a transparent view of what is being grouped and the power to identify something that may be wrong.
- viii.) It might be useful to have a field for years in current position field too. I've found that helpful in the past.
  - (1) Uncomfortable to ask age but include identification of career stage to include non-traditional paths
  - (2) Amount of time spent in current stage. Starting grad student needs are different than late career. Same for post-docs
  - (3) Already include masters/PhD/Postdoc1/Postdoc2/engineer or so.
  - (4) Maybe two questions: how many years in stage and how many years in institution.
  - (5) Or consider years in the field: to include understanding of people who switch fields
  - (6) Quantitative vs qualitative collection of involvement in field and years and field - is this covered just by asking about nontraditional career paths
  - (7) Years since PhD - important field
  - (8) Highest attained degree and years since.
  - (9) Continue conversation on Slack thread: [link](#)**
- ix.) There are many more categories of information that are interesting to collect but may drag out the survey and not be extremely important in surveying the diversity/inclusion of a group.

## 6.) Larger meetings captioning services

- **Currently solution is not available for non-institutional accounts**
- **Are the current solutions actually useful?**
- **What could be a short and a long term solution for SEC Town Halls?**
  - i.) Inclusive for people with disabilities
  - ii.) Accessibility survey sent out 2 months ago - 150 responses /2238 #general channel - result of survey will address this
  - iii.) Inreach has started organizing more meetings that may require this more widespread - will take time but is not a very good solution
  - iv.) Near term solution - advertise meetings in advance and mention that if anyone who has accessibility issues need to reach out. - Person requesting service will have to arrange for these services
  - v.) Zoom application licensed/paid service - but may be institutions that already pay for this as a near-term solution - otter AI: [https://docs.google.com/document/d/1a\\_Xqcl7r76Vo\\_Mjirxdzd\\_1fPoyHWqyV2m8wCdU38YA/edit](https://docs.google.com/document/d/1a_Xqcl7r76Vo_Mjirxdzd_1fPoyHWqyV2m8wCdU38YA/edit) - every 5th word wrong - not a good solution either.
  - vi.) Have to evaluate options - some plan is better than not having anything. The group requesting the service may not find it satisfactory so who are we providing this service for? - already ongoing discussion.
  - vii.) Samuel Meehan Requesting collaborator to write LOI for these issues

## 7.) Best Practices for meetings

- **Organized in advance**
- **CoC**
- **Captioning and other special needs**
  - i.) **Who to contact for it?**
- **Consider timezones**
  - i.) Check often if the time still work

## 8.) Doodle for this meeting time

- Someone dropped out because of timezone unavailability. How to address this?
- Floating meeting times.
- Guideline on time-zones. Finding something that works for the majority will not work for everyone.
- At least needs to be addressed by groups.
- Be flexible - people's commitments change so meeting time should be adjustable - send updated doodles
- Where did this original meeting time come from: doodle's sent in the beginning for each individual group.
- Lettucemeet link:  
<https://indico.fnal.gov/event/44728/contributions/193034/attachments/132261/162428/go>

Ethics Committee Call for Nominations:

Dear colleagues,

I am writing to inform you that the Division of Particles and Fields (DPF) of the American Physical Society is establishing the DPF Ethics Committee. The Committee members will represent a wide

variety of professional and personal backgrounds across the DPF membership who are committed to creating a safe professional community in which to collaborate.

At least two members of the Committee will be early career

members of the DPF, and the Committee will include one graduate student. Please see below for responsibilities of the committee and the committee selection process.

I really hope that you and your colleagues will nominate outstanding candidates (including yourself) for this very important committee. Nominations are accepted from now through Tuesday, September 15, 2020. The following information needs to be submitted to [ykkim@hep.uchicago.edu](mailto:ykkim@hep.uchicago.edu)

- Nominee's name
- Nominee's email address
- Nominee's current position
- Short description about the nominee's experience on Equity, Diversity and Inclusion and any perspective that the nominee would bring for the DPF Ethics Committee.

I would like to take this opportunity to thank the DPF Ethics Task Force which was formed in April 2020 to address urgent issues (e.g., developing DPF Core Principles and Community Guidelines for Snowmass meetings and Slack workspace). The Task Force consists of Lauren

Tompkins (chair), Ketevi Assamagan, Mu-Chun Chen, Carla Boniazi, Prisca Cushman, Andre de Gouvea, Sam Meehan, Sara Simon, Elizabeth Worcester, and Young-Kee Kim (ex-officio).

I very much look forward to receiving many outstanding candidates. I would greatly appreciate it if you could pass on this information to your colleagues.

Best regards,  
Young-Kee Kim  
Chair, DPF

---

**The DPF Ethics Committee:**

**Selection process and term:**

The Ethics Committee shall consist of eight members appointed by the DPF Chair in consultation with the DPF Executive Committee, following a call for nominations. The Ethics Committee will appoint a Chair among its serving members. The term of all appointees shall be two years. Terms are renewable, but an individual should not serve more than four consecutive years.

**Responsibilities:** The Ethics Committee responsibilities include

- Participate in training and self-educate in anti-harassment and anti-racist practices.

Propose and oversee the development and implementation of ethics policies for the DPF, including developing the roles and responsibilities of a DPF Ombudsperson and

- procedures for revocation of DPF membership.

Regularly review, and when necessary modify, the DPF Core Principles and Community Guidelines (CP&CG) for consistency with current standards and practices, or in response to current events and community

- feedback.
- Identify and make available educational materials as needed to support ethical best practices involving physicists at educational institutions, and in governmental and industrial research laboratories.

- Enforce the DPF CP&CG as indicated in the CP&CG accountability document.