

# **The Salk Institute for Biological Studies Community Engagement Plan related to the Action Collaborative on Preventing Sexual Harassment in Higher Education**

## **1) Enhanced Internal Communication**

We will be increasing our efforts to keep the internal community informed about the action collaborative through live updates, updates on our equity & inclusion departmental intranet page, and through periodic e-newsletters and video interviews.

Salk is in the process of launching a new intranet site and we anticipate that more avenues of communication will become available to us to highlight the collaborative's progress.

## **2) Civility Promotion**

This is an area that is a top priority for the Institute. We plan to develop a more formal program using our recently expanded code of conduct as a foundation to reinforce the shared benefits related to a culture of civility, respect, trust and inclusion.

A series of workshops is being developed related to civility and conduct for the next 12-18 months. We are kicking off this program in October 2019 with an inaugural bystander/upstander training for faculty, department heads and directors.

We will be looking at our onboarding process to determine how we can expand it to better incorporate communication about organizational expectations so that shared values become part of the new employee experience.

For the first time, civility and related attributes are factors that have been added to our performance appraisal process. Throughout the year, supervisors are being directly asked to address conduct that falls below expected standards in a timely fashion, which has increased the level of trust in reporting behavior that does not conform to expectations. We will establish a means of measuring the impact of these advances.

In our recent strategic planning process, an approved initiative was a concerted focus on community & culture. This will be refreshed this year, which ties in nicely with our civility promotion efforts, as events under this umbrella bring different members of the community together – often for the first time – in social settings that encourage open discussion which can serve to break down barriers, either real or perceived.

## **3) Campus Climate Committee**

This month we formed a campus climate advisory committee comprised of faculty and members of our administration to help us gain insight into the perspectives of all constituent groups on campus. Specifically, we aim to understand how individuals approach their roles at Salk and their experiences as members of the Institute so we know what is working and where we can do better.

We want to know what we can do differently with regard to transparency and reporting of concerns. In addition, we want to know how to best honor and celebrate all members of the diverse population we work hard to attract and retain. We anticipate gathering information through a variety of mechanisms as outlined below. After the committee obtains data, members will be tasked with evaluating what steps we can take that will have a measurable impact on campus and which will lead to sustainable change. Their recommendations will be sent to our faculty and executive leadership teams for consideration.

Initial priorities include:

- Develop and disseminate a climate survey;
- Gather internal stakeholder input through campus focus groups and other outreach;
- Compile and consider practices from other organizations (those in the collaborative and beyond);
- Formalize education and outreach on bias, upstander/bystander/ally support;
- Conduct diligence around whether an ombuds office might be a valuable addition to Salk;
- Evaluating programming and recommending the establishment of affinity groups to ensure that everyone has the opportunity to be heard and feel valued;
- Explore how to encourage and empower members of Salk to embrace their roles as leaders;
- Consider anonymous public incident reporting;
- Establish mechanisms to evaluate progress.