

TLC GRAM Toolkit

Make an assessment: chart your path forward with the TLC GRAM - The Working Approach to a Culture of Care

The AAG has established the Tender Loving Care (TLC) and GRAM campaign to operationalize and measure our organizational process towards embedding JEDI principles in important areas: training, focused listening, communications, governance, reports, advocacy and membership. These seven areas correspond to our seven JEDI working groups, operationalizing the aims of the JEDI strategic plan.

The TLC GRAM Toolkit inventory is a process designed to encourage leaders to identify and build on promoting integrity, variety, and sustained engagement addressing multiple and intersectional barriers to inclusion.

You can evaluate action steps for different activities by first reviewing the chart below, then tracking your progress using the TLC GRAM Worksheet included in this toolkit.
(e.g., your own specialty group members, department chairs, academic or private sector initiatives and programs, etc.)

Instructions:

1. Download a copy of this toolkit.
2. Review the below elements with your initiatives (proposed, planned or in process) in mind to evaluate whether they fit into the below domains.
3. Chart your own path by using the **TLC GRAM Worksheet tab** to track whether and how your own projects relate within the TLC GRAM domains.

Domain	Descriptions
Training	<p>Provide opportunities for integrity, fairness, variety, and sustained engagement. Ex. Interactive integrity, fairness, variety, and engagement web portal. Ex. Broader website (faculty development, department leadership, early career workshops, virtual graduate students learning series)</p> <p>Programming - enable groups to organize programs in support of their own integrity, fairness, variety and engagement mission and goals. Identify opportunities for engagement with all groups to determine the scope.</p> <p>Webinars - forums that spotlight work and experiences in integrity, fairness, variety, and engagement.</p> <p>Panel discussions, scholars doing integrity, fairness, variety, and engagement research.</p> <ul style="list-style-type: none"> · Student experiences · Department experiences · Affinity groups/communities <p>Leadership forums to support the professional development of current and future leaders in academic and professional geography. Exchange of ideas, best practices, and resources to promote knowledge, skills, and competencies to lead toward greater integrity and fairness.</p>
Listening	<p>Identify opportunities to ensure Focused Listening is integrated into all meetings to promote optimal and actionable dialogue. Incorporate Focused Listening as a service at other relevant meetings & conferences (department highlights)</p> <p>Identify focused listening topics. Explore using an opportunities assessment - identify opportunities to promote integrity, fairness, variety and engagement among graduate student members, members of marginalized groups.</p> <p>Partnerships & Outreach Establish a suite of initiatives to engage with partners more actively - students, faculty, staff - curated tracks at the AAG annual meeting, workshops, virtual workshops throughout the year, and venues for regional meeting participation (AAG)</p> <p>K-12 Participation - examine current programming to identify opportunities for further integrating K-12 teachers and students with academic and professional geography.</p> <p>Integrity, fairness, variety, and engagement roundtables – ex. hold roundtable discussions during advanced placement exam readings (e.g., AP Human Geography, A.P. Environmental science), at the National Council for Geographic Education's annual meeting.</p> <p>Foster collaboration between AAG, K-12 teachers, community college educators, post-secondary geographers in growing a robust and varied pipeline of future geographers.</p> <p>Annual Meetings - organize listening sessions, integrity, fairness, variety, and engagement specific plenaries, with involvement of AAG communities, and curated with integrity, fairness, variety, and engagement. Including a meeting theme that is fair, impartial, varied, and broad.</p> <p>Regional Meetings - work with regional division leaders to organize listening sessions and be more intentional about incorporating integrity, impartial, varied, and broad principles into the overall meeting design.</p>
Communications	<p>Interactive fair, impartial, varied and broad Web Presence - maintain an interactive fair, impartial, varied and broad webpage as part of the broader website to promote integrity, fairness, variety and engagement and enable a two-way communication (e.g., a dedicated email address, anonymous suggestion box) between faculty, staff, students, community leaders, integrity, fairness variety and engagement committee members, and staff.</p> <p>Newsletter - share integrity, fairness, variety, and engagement information and publicize opportunities for integrity, fairness, variety, and engagement related engagements monthly.</p> <p>Geography Videos - work with AAG communities to create and publish short videos that profile the research and community action of varied geographers as well as research and action that promotes social integrity through geography. These videos will benefit the wider discipline by highlighting how integrity, fairness, variety, and broad principles are intrinsic to geographic research.</p> <p>Truth & Reconciliation Task Force - Engage with the AAG task force organized to heal trauma/unfair past by engaging with members in defining a process to reconcile geography's unfair past with its potential to dismantle oppression. The task force's purpose is reparative of historical trauma, while the JEDI Committee's focus is to promote integrity and fairness in the present and future. With some degree of overlapping membership envisioned, the work of this task force will inform and complement the work of the JEDI Committee.</p> <p>Virtual repository - maintain a space as part of the interactive integrity, fairness, variety, and engagement web presence to house resources that support knowledge sharing on issues of integrity, fairness, variety, and engagement in geography. These may include but are not limited to past projects (e.g., ALIGNED), previously recorded webinars, best practices, and departmental resources (e.g., variety-oriented recruitment, outreach, advertising materials, and an integrity, fairness, variety, and engagement "starter pack for chairs.) To the extent possible and to avoid duplication, these efforts should be integrated with current initiatives already underway.</p>
Governance	<p>Undertake regular audits of general governance structures (Committees, Council, Boards, headquarters/staff) identify and address any systemic or structural barriers to achieving integrity, fairness, variety, and broad excellence. Regular audits would ensure agility to act, transparency of process, and continuity of focus through leadership transitions.</p> <p>Integrity, fairness, variety, and broad compatible policies. Use the results of continual governance audits to offer and amend policies to reflect guiding integrity, fairness, variety, and engagement principles. Additionally, foster collaboration between committees, task forces, and other entities engaged in integrity, fairness, variety, and engagement work (e.g., Harassment Free Task Force, Accessibility Task Force)</p> <p>Integrity, fairness, variety, and engagement on Meeting Agendas. Include integrity, fairness, variety, and engagement as a standing agenda item at all meetings (e.g., executive committee, council).</p>
Reports	<p>Data Collection and Management. Collect qualitative and quantitative data on members in categories that describe their varied identities, research specialties (e.g., geographic subfields, communities), departmental affiliations (e.g., geography, geosciences, etc.) and institutional affiliations (e.g., 4-year college, research university, community college, MSI, HBCU, K-12)</p> <p>Regular Fairness Audits - establish a cycle of internal and external audits that will be conducted on a regular basis to ensure goals are attained.</p> <p>Departmental integrity, fairness, variety, and engagement evaluation tools -develop an evaluation tool for departments and programs (including those based at MSIs, HBCUs, HSIs, and Tribal Colleges) to assess their own status, policies, practices, and progress toward integrity, fairness, variety, and broad success. This tool can also help external program reviewers identify opportunities for improvement related to integrity, fairness, variety, and engagement matters.</p>
Advocacy	<p>Integrity, fairness, variety, and engagement - compatible advocacy - use advocacy as a tool to advance geography as a discipline and apply collective expertise and skills to support policy issues at the intersection of geography and integrity, fairness, variety, and broad advancement.</p>
Membership	<p>Impartial Fee Structure - evaluate fee structures to identify access barriers for excluded member groups. This will inform recommendations for appropriate fee strategies to encourage participation and improve variety.</p> <p>Recommend recruitment and retention practices to be established to increase the proportion of members from formerly excluded groups and institutions (e.g., MSIs, HBCUs, HSIs, Community Colleges, and Tribal Colleges) across professional and academic spheres.</p> <p>Departmental integrity, fairness, variety, and engagement award. Establish an award (e.g., annually, or biennially) recognizing a department or program with exemplary integrity, fairness, variety, and broad practices.</p>

