Hiring and/or Admissions Policies for Texas A&M University at Galveston

This is what was found by The Phytoplankton Pod at Texas A&M University at Galveston on Hiring and/or Admissions Policies, as well as what the pod would propose to change and improve.

**Note:** We acknowledge this information is not always accessible to students and even staff. If you do not have access to this information, please reflect on your own experience and outline what admissions and/or hiring should be like to foster a diverse and inclusive community.

- **What EEO (Equal Employment Opportunity) statement**¹ is included in a standard job or admissions advertisement? Are there other inclusion statements and resources publicly available²?

  - The following statement is required with every Job listing:
    - “The Texas A&M University System shall provide equal opportunity for employment to all persons regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity and will strive to achieve full and equal employment opportunity through the System for faculty and staff employees.”

- **Where are advertisements posted or sent? Are there other strategies for reaching applicants for hiring and/or admissions, e.g. job fairs, showcases?**

  - Job postings are listed on the Texas Workforce site, The TAMU website and to the following websites:
    - [https://www.tamug.edu/hrd/Job-Opportunities.html#Open-Faculty-Positions](https://www.tamug.edu/hrd/Job-Opportunities.html#Open-Faculty-Positions)
    - [https://workplacediversity.com/](https://workplacediversity.com/)
    - [https://veteransconnect.com/](https://veteransconnect.com/)
    - [https://hispanicdiversity.com/](https://hispanicdiversity.com/)
    - [https://disabilityconnect.com/](https://disabilityconnect.com/)

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² https://careers.whoi.edu/opportunities/diversity-inclusion/
⁵ [https://www.brandeis.edu/diversity/dei-recruitment-hiring/rubric-for-evaluating-diversity-statements.html](https://www.brandeis.edu/diversity/dei-recruitment-hiring/rubric-for-evaluating-diversity-statements.html)
The university used to be required to post to Science and Nature journals but it cost too much money to both submit to and access those particular job boards.

- **What are the requirements for an applicant, e.g. letters of recommendations, fees/test scores/grades? Is providing any of these a potential barrier that could be further lowered or removed? Are there any problematic questions asked?**
  - Graduate students are required to submit an application, a personal statement, transcripts and an application fee. For the Marine Biology program in particular, the GRE is no longer required. The application fee and price of transcripts (depending on the university) could present as a financial barrier for some applicants.
  - Faculty applicants are required to submit an application, CV, a personal statement and a diversity statement.
  - To the best of our knowledge, there are no problematic questions with either of these application processes.

- **How are applicants/applications evaluated? Is that process and/or rubric public? What kind of biases are introduced in this process and what strategies are used to address these, e.g. removing applicant names?**
  - For each faculty position that is open, a committee is formed and they work together to form a rubric to use in rating the applications. The rubric is done BEFORE looking at any of the applications.
  - Potential biases could present themselves if a committee member wants to hire an Ivy League graduate or wants the applicant to have publications in high-level journals, which cost a lot of money to do.

- **Who is on selection committees and who makes the final decisions? Who interacts with the applicants?**
  - The hiring committee if formed based on the position that needs to be filled. For example, if the department wants to hire a marine mammal acoustician, marine mammal specialists and acousticians within the department will be asked to be a part of the hiring committee for that faculty position.
After select applicants are invited for an on-campus interview, graduate students and faculty members are encouraged to interact with them. The applicant is introduced to faculty members of the department and then has lunch with the graduate students. At the end of the day, the applicant gives a seminar presentation that anyone on campus is invited to attend.

After at least three applicants have had an on campus interview, the hiring committee makes the final decision on who gets the position.

- Has your hiring and/or admissions process been evaluated by outside consultants? What is the process for changing it?
  - We are not aware of an outside consultant evaluating our admissions or hiring process.
  - The most recent change that has been made for the admissions process is removing the GRE as a requirement. In order to do that, a committee at OGAPS was formed with the Council of Graduate Schools to figure out best practices for the admissions process moving forward and everyone voted on it.

- Has your university or company implemented or considered strategies like cohort hiring, mentoring, dual career support and partner hires, re-visioning your work culture, or other considerations outlined in “Leveraging Promising Practices”?
  - We have not yet but can make a suggestion to administration for the future.