

Deliverable 5: Hiring and graduate admissions policies (EPS, UC Berkeley)

Introduction

Hiring and admissions dictate the demographics of EPS. Our strategic plan of 2011, with a new plan being prepared, outlines the importance of and approaches for recruiting a diverse group of graduate students and faculty. Our deliverable includes additional ideas for recruiting graduate students and hiring faculty. It ends with a summary of the current procedure supervised by the Office for Faculty Equity and Welfare (hereafter OFEW) for recruiting faculty.

What could we change, or do in addition for faculty searches

- Graduate student feedback is valued by the faculty. The faculty candidates value the opportunity to meet graduate students and we are recruiting those faculty candidates. Thus, graduate student contributions to the search are formalized in the search plan submitted to OFEW (see end of this deliverable). The plan includes organized lunches and standardized questions for the meeting and the seminars. Students take personal notes that can be compiled in a group meeting and presented in an anonymized summary to the search committee. This demonstrates both the priorities of graduate students and also involves their perspective on individual candidates. Effort should be made on recruiting more students to participate so that feedback is representative and statistically more meaningful. During the 2021 search it was ~30%
- EPS should develop a plan to formalize postdoc involvement. Acknowledging that current postdocs may have applied for the open faculty position, their input is still important and faculty candidates value the opportunity to hear from postdocs. The process for soliciting feedback from postdocs could mimic that for graduate students.

Graduate student recruitment

- Continue efforts to demystify the application process by making information easily accessible on the EPS website
 - For the graduate admissions website: Move the statement *“It is strongly recommended to contact professors you are interested in working with. This will give you a chance to find out if they will be likely to take on students, discuss research opportunities and interests, and learn more about their research groups. It will also allow the faculty member to keep an eye out for your application.”* from the FAQ page to the main page
 - Include more specific personal statement prompt questions for applicants directly on the EPS website as opposed to directing the applicant to the general UC grad page; Use UW as an example: <https://atmos.uw.edu/students/graduate-program/how-to-apply/#supplementalmaterials>
 - Consider permanently removing the GRE requirement.
 - Advertise that EPS uses holistic assessment.

- If we want to de-prioritize numerical metrics, we must ensure that other metrics (e.g., prestige of undergraduate university) do not (consciously or unconsciously) take its place.
- Changes must also be accompanied by a conversation about values and viewpoints on what faculty sees as indicators of success, and address any internalized biases inherent to those values, including problematic homophily.
 - Identify where students can obtain research experience if their university does not supply the opportunity.
- Continue efforts to address 'barriers to entry', including an application fee scholarship for international students with substantially weaker currency, for whom the fee constitutes an outrageous quantity of money in their country.
 - Include resources for obtaining waivers for low income US students.
- Provide support to attend SACNAS, society of black physicists, and related meetings to recruit and advertise.

Current process for recruiting faculty

When the request to search for a faculty member is granted, EPS coordinates with OFEW to create a search plan.

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

The most recent advertisement

The Department of Earth and Planetary Science at the University of California, Berkeley invites applications for an Assistant Professor faculty position with an expected start date of July 1, 2021. We seek outstanding candidates from any area of Earth and planetary science. Candidates whose research falls into this broad range of disciplines are invited to apply.

Diversity, equity and inclusion are core values at UC Berkeley, and in the Department of Earth and Planetary Science. Our excellence can only be fully realized by faculty, students and staff who share our commitment to these values. Successful candidates for our faculty positions will demonstrate evidence of a commitment to advancing equity and inclusion through their research, teaching and/or service.

The Department is committed to addressing the family needs of faculty, including dual career couples and single parents. We are also interested in candidates who have had non-traditional career paths or who have taken time off for family reasons (e.g., caring for children, the disabled or the elderly), or who have achieved excellence in careers outside academia (e.g., in professional or industry service).

The basic qualifications required to be considered for this position are a Ph.D. or equivalent international degree, or enrollment in a Ph.D. or equivalent international degree-granting program

at the time of application. A Ph.D. or equivalent international degree is preferred by the date of hire.

All applications should be submitted online through <https://aprecruit.berkeley.edu/JPF02640> by **October 1st, 2020**.

Letters of reference will only be solicited for those under serious consideration. All letters will be treated as confidential per University of California policy and California state law. Please refer potential referees, including when letters are provided via a third party (i.e., dossier service or career center), to the UC Berkeley statement of confidentiality <http://apo.berkeley.edu/evalltr.html> prior to submitting their letters.

For questions please contact Erin Blazick, AP HR Analyst, Department of Earth & Planetary Science; academicpersonnel4eps@berkeley.edu.

For information about potential relocation to Berkeley, or career needs of accompanying partners and spouses, please visit: <http://ofew.berkeley.edu/new-faculty>

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or protected veteran status. For the complete University of California nondiscrimination and affirmative action policy see: <http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>

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

The search plan must document the plan for advertising and recruiting. The search committee files a report documenting what they actually did.

- **How are applicants/applications evaluated? Is that process and/or rubric^{4,5} public? What kind of biases are introduced in this process and what strategies are used to address these, e.g. removing applicant names?**

A detailed list of selection criteria and a search plan (that spells who is involved and how) are submitted to OFEW, reviewed, and revised as appropriate. Each step of implementation is also reviewed by OFEW to assess diversity in the pool of applications being considered. Roles and responsibilities are spelled out. The entire plan and process are not reproduced here for reasons of confidentiality because there are names, but a couple items are highlighted next.

Diversity is part of the criteria

6) In the Statement of Diversity, we will look for a compilation of experience in advancing goals that promote inclusion and diversity. These would include mentoring, tutoring, or other support of historically underrepresented populations, service or activities that focused on improving campus

climate, community outreach or work with relevant organizations (including schools), and attendance at or organization of relevant conferences. Of particular value would be evidence of the effectiveness of past work, active advocacy, and programmatic or organizational work on a campus. Additionally, the candidate will help their case with a compelling discussion of their commitment to and goals for work that advances the UC Berkeley strategic plan for inclusion and diversity.

Graduate student feedback

Formalize Graduate Student Feedback - a graduate student liaison to the Search Committee will be identified, and will be responsible for providing an evaluation for each interviewing (short-list) candidate reflecting the consensus and full spectrum of views among EPS graduate students. Graduate students will meet as a group with each interviewing (short-list) candidate via Zoom. Their assessments of the candidates' teaching and mentoring potentials will be taken into consideration in the Search Committee's final recommendation and the faculty vote.

Conflicts of interest

The Department Chair will provide oversight to the search process, and make sure that the process conforms to Campus protocols. The Chair is responsible for scheduling faculty meetings and the voting process.

For addressing potential conflicts of interest the Search Committee will use the Office for Faculty Equity and Welfare's document for

guidance: https://ofew.berkeley.edu/sites/default/files/conflicts_of_interest_2019.pdf

- **Who is on selection committees and who makes the final decisions? Who interacts with the applicants?**

Committee must be approved by the Office for Faculty Equity and Welfare (OEFW)

- **Has your hiring and/or admissions process been evaluated by outside consultants? What is the process for changing it?**

OEFW reviews each step in the process and needs to approve before the next stage moves forward. Multiple iterations occur during the early planning stages.

- **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”⁶?**

We can request partner hires and have successfully done so.

In addition to the items above we are provided with diversity benchmarks and spell out the role of the equity advisor in the search plan (there is a detailed document on this too).