



Hiring and/or Admissions Policies for Brown University

This is what was found by Brown DEEPS Pod at Brown University on Hiring and/or Admissions Policies, as well as what the pod would propose to change and improve.

- **What EEO (Equal Employment Opportunity) statement¹ is included in a standard job or admissions advertisement? Are there other inclusion statements and resources publicly available²?**

Language in open searches are generally inclusive.

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

Advertisements are open calls posted on major scientific listservs, certain publications that POC/URM subscribe to, and personal networks.

- **What are the requirements for an applicant, e.g. letters of recommendations, fees/test scores³/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 evaluated based on merit through grades, personal statements that are taking more and more importance, however conversations with students seem to carry the most weight. The GRE is not required (if you want to report it you can, but the GRE also did not influence in previous years). However, in the absence of the GRE there was a higher emphasis on grades. Recommendation letters are usually always positive so are not a good way to distinguish between applicants. A lot of information is biased and framed in a way that is hard to get information out of it.

There is an application fee, but there is a waiver for URM.

- **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?**

Graduate Students:

The graduate school has control over application forms and do not personalize for departments. That said, this is the first year DEEPS has had an admissions

URGEO

Unlearning Racism in Geoscience

committee. Each faculty gets a group of students that they may be in contact with and then rank students. Faculty might have budgetary constraints. Each research group meets with one another to make sure everyone is on the same page where each individual student is discussed. Faculty then report back to the director of graduate studies and they are discussed with the admission committee.

REUs and leadership alliance students offer some coaching on preparing for graduate school applications. There are also some seminars at different universities and colleges for how to prepare for graduate school.

We are thinking about sending faculty to schools to take part in trainings to prepare for graduate school applications or even put a video on our website that can be viewed at any time. We are also working on updating our website to have timelines, steps, and guidance on essay writing and best practices. The treatment of students really matters in our admission process.

There is no rubric private or public for graduate students or faculty. We will look into developing a rubric developed by faculty and also people from more diverse backgrounds that hopefully avoid affinity bias. Faculty must take part in implicit bias training, which may be useful also for graduate students.

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

There are no external reviewers on search committee. Every committee has one person designated to look out for DEI and the Office of Institutional Equity and Diversity is involved. In our most recent search, all faculty interacted with the candidates and a subset graduate student committee also interviewed them. During non-pandemic times, graduate student meetings with the candidates were open meetings with food. However, we decided for a subset of students for remote interviews because zoom does not lend itself well to large group interactions.

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

Our department chair is currently taking part in a graduate student admissions/faculty admissions holistic review workshop at Brown with changes to our admissions process expected.

Currently, there is no external reviewer on search committees. However, every search committee has one person designated to look out for diversity, equity, and inclusion issues.

URGEO

Unlearning Racism in Geoscience

- **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 Promisin**

There is a cohort hiring process through the Office of Institutional Equity and Diversity where multiple URM faculty are hired at the same time across the university.