

# URGE

## Unlearning Racism in Geoscience

[Insert Logo Here]

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Hiring and/or Admissions Policies for University/Organization - Example URGE Deliverable

Hi.

So, we aren't doing this one. There are various reasons why.

1. In the past when we've tried to get information from HR we've gotten no response. We've gotten no response from any part of admin at all, in fact, including the diversity office. The only response we have gotten is from the faculty diversity committee, who offered that we could come tell them about our program but didn't have any information for us.
2. We're starting spring term, so we're all really slammed this week.
3. There are only 4 people on our team.
4. We're a community college, so in terms of students we don't have any admission criteria or anything. We could look more into recruitment, but as I've said we never got any response back from the people who do that, including the diversity office who do seem to have employees specifically trying to recruit various groups.

Thanks for all the hard work you're doing.

alex.

This is what was found by [Insert Pod Name] at [University/Organization] 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<sup>1</sup> is included in a standard job or admissions advertisement? Are there other inclusion statements and resources publicly available<sup>2</sup>?**
- **Where are advertisements posted or sent? Are there other strategies for reaching applicants for hiring and/or admissions, e.g. job fairs, showcases?**
- **What are the requirements for an applicant, e.g. letters of recommendations, fees/test scores<sup>3</sup>/grades? Is providing any of these a potential barrier that could be further lowered or removed? Are there any problematic questions asked?**

<sup>1</sup> R. Kelley, 10 Samples of an Effective EEO Statement, [blog.ongig.com/diversity-and-inclusion/eoo-statement-samples](http://blog.ongig.com/diversity-and-inclusion/eoo-statement-samples), (2017).

<sup>2</sup> <https://careers.who.edu/opportunities/diversity-inclusion/>

<sup>3</sup> K. Cobb, #GRExit Resources, <https://doi.org/10.6084/m9.figshare.13215461.v1>, (2020).

<sup>4</sup> J. Posselt, Inside Graduate Admissions: Merit, Diversity, and Faculty Gatekeeping, <https://www.jstor.org/stable/j.ctvjghw8s>, (2016).

<sup>5</sup> <https://www.brandeis.edu/diversity/dei-recruitment-hiring/rubric-for-evaluating-diversity-statements.html>

<sup>6</sup> K. Griffin, J. Bennett, T. York, Leveraging Promising Practices, Washington DC: Aspire Alliance, (2020).



## **Unlearning Racism in Geoscience**

- **How are applicants/applications evaluated? Is that process and/or rubric<sup>4,5</sup> public? What kind of biases are introduced in this process and what strategies are used to address these, e.g. removing applicant names?**
- **Who is on selection committees and who makes the final decisions? Who interacts with the applicants?**
- **Has your hiring and/or admissions process been evaluated by outside consultants? What is the process for changing 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”<sup>6</sup>?**