

URGE

Unlearning Racism in Geoscience



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

This is what was found by Multiple Institution Faculty Pod 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) statement¹ is included in a standard job or admissions advertisement? Are there other inclusion statements and resources publicly available²?**
 - Oregon State University. “OSU maintains an institution wide commitment to diversity, multiculturalism, and community, and seeks to recruit and retain a diverse workforce and student body that includes members of historically underrepresented groups. We strive to build and sustain a welcoming and supportive campus environment.”
 - A more extensive Equal Opportunity statement is linked on the OSU jobs website <https://hr.oregonstate.edu/sites/hr.oregonstate.edu/files/jobs/eo-non-discrimination.pdf>
 - OSU has an Equal Opportunity and Access office with a staff of 13 people.
 - <https://eoa.oregonstate.edu>
 - UTEP faculty job ads: The University of Texas at El Paso is an Equal Opportunity/Affirmative Action employer. The University does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, genetic information, veteran status, or sexual orientation in employment or the provision of services.
 - UTEP office of Equal Opportunity faculty search handbook: <https://www.utep.edu/eoaa/searches-and-recruitment/faculty-search.html>
 - *The University of Texas at Austin, as an equal opportunity/affirmative action employer, complies with all applicable federal and state laws regarding nondiscrimination and*

¹ R. Kelley, 10 Samples of an Effective EEO Statement, blog.ongig.com/diversity-and-inclusion/eeo-statement-samples, (2017).

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

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

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

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

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



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affirmative action. The University is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, or veteran status in employment, educational programs and activities, and admissions

- I did not find alternative EEO statements on the HR website, or at the Office of Inclusion and Equity website, i.e. not readily accessible
- All of the ads include some statement about diversity, but none required a diversity statement from applicants. Several described it as optional. I noticed that a few of the ads used binary gender language e.g. s/he or “he or she” rather than using something more neutral like “they.” Some examples of statements from current ads:
- The College views inclusiveness and excellence as interconnected in the work of its faculty.
- Candidates should provide evidence of teaching excellence and their ability to teach in a multicultural, multi-ethnic research university.
- invites applications ... from candidates who are committed to enhancing diversity, equity, and inclusion through innovations in mentoring, education, and outreach. We are especially interested in candidates who have experience working with diverse and underserved populations and/or leading initiatives to improve diversity among academic researchers and educators in STEM disciplines.
- Diversity, equity, and inclusion are core values of the department. Our excellence can only be fully realized by faculty, students, and staff who share our commitment to these values. As a part of their application packet, candidates are encouraged to provide a statement regarding their views on diversity, inclusion, and belonging, including past and current contributions as well as their vision and plans for the future in these areas.
- The UT Office of the Executive VP and Provost has a Faculty Recruitment Diversity Initiative <https://provost.utexas.edu/the-office/faculty-affairs/faculty-recruitment-diversity-initiative/> that is targeted to certain schools, currently Architecture, Information, Nursing Public Affairs, Social Work. The Office for Inclusion and Equity maintains a Recruitment Toolkit <https://equity.utexas.edu/faculty-recruitment-and-retention/recruitment-toolkit/> with advice for departments on hiring. Also a Retention Toolkit <https://equity.utexas.edu/faculty-recruitment-and-retention/retention-toolkit/> both cover faculty, postdocs, and graduate students. Both are dated 2016.



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- In the Department of Marine Science, we use the standard EEO statement for our ads. In our last job search we requested a statement on contributions to diversity.
- **Where are advertisements posted or sent? Are there other strategies for reaching applicants for hiring and/or admissions, e.g. job fairs, showcases?**
 - Oregon State University. Advertisements are posted at the OSU Jobs website. Further advertisement is carried out by hiring committees and departments. Information about strategies for reaching applicants for hiring and admissions was not available on the OSU websites.
 - UTEP faculty searches: At the University level, faculty recruitment plans include automatic advertisement to these groups: Hispanic Outlook, American association of Hispanics in Higher Education, Women in Higher Education, American Indian Graduate Center, Blacks in Higher Education, Black Careers Women's Network. In the Biology Department, we also by default send advertisements to SACNAS. ON a recent list, we also used the following tools: DiversifyEEB list, 500 Women Scientists (<https://request500womenscientists.org/>), & diversity conservation jobs (<https://diversityinconservationjobs.org/>).
 - The University of Texas at Austin. We have tried to broaden where we advertise our faculty positions, but mainly through scientific societies, not subgroups or organizations whose mission is focused on broadening participation. The University also started requiring training for search committees, which occurred for our last faculty search about a year ago.
- **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?**
 - Oregon State University. Requirements vary with the position and the department. Graduate student applicants are required to submit letters of recommendation, transcripts, and statements. In my college, GRE scores are not required, but there is a fee for applying ranging from \$75-\$85. I did not identify any problematic questions.
 - UTEP faculty search requirements: CV, research statement, teaching statement, diversity statement, 3 letters of reference (only for those on short list). Questions during interview relate to research plans, teaching interests, as well as questions related to how applicants would fit into the Universities mission re: Access & Excellence (i.e. access to excellent education for a local 80% Hispanic population).
 - UTEP graduate student applications: Generally require transcript, personal statement, GRE (some not all). While GREs are currently required in the Dept of



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Biology, for e.g., we have been debating removing them. There is a dichotomy of views: some feel strongly to keep, some feel strongly to remove.

- The University of Texas at Austin. For faculty positions, the CV and three letters of reference appear to be the most common shared requirements. As noted above, all of the current ads describe statements on diversity as encouraged rather than required.
- **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?**
 - Oregon State University. Applicant evaluation varies with department. In CEOAS applicants are evaluated by the discipline groups. In my discipline we recently developed a rubric, but it is not public and it is evolving. Currently all applications are reviewed by at least one faculty member. I think applicants who have some degree of mentoring on how to apply to graduate school have clear advantages in our process because they write more well-targeted personal statements, and they know to reach out to potential mentors in person. We have no current strategy to eliminate this bias.
 - UTEP faculty searches include a selection rubric that can be customized by department. Examples are in the faculty search handbook: <https://www.utep.edu/eoaa/searches-and-recruitment/Faculty-Search-Selection-Handbook3.pdf>.
 - The University of Texas at Austin. In our department, applicants are evaluated by a search committee of four faculty members. All faculty are given access to applications if they want to review them. A wider review by the whole faculty generally occurs for the short list of candidates, most commonly 3-4 people. In general, faculty applicant evaluation has not used a rubric. There is a lot of room for bias in the procedures. This is changing somewhat in our most recent search, with required training for committees and more awareness on the part of the faculty. There is a lot of room for improvement; I would describe it as a work in progress. At least for the short list of interviewees, they do get a chance to interact with all of the faculty during their interview, as well as grad students.
- **Who is on selection committees and who makes the final decisions? Who interacts with the applicants?**
 - Oregon State University. Individual faculty generally interact with the applicants they are recruiting from the pool of applicants. Applicants also interact with staff from the Graduate Student Services office who provide them with logistical information.
 - UTEP faculty searches in the Dept of Biology, generally include 4 faculty members ranging from senior to junior faculty, and including one member from outside the department. For graduate student applications, a rubric and committee are also used.



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- The University of Texas at Austin.
- **Has your hiring and/or admissions process been evaluated by outside consultants? What is the process for changing it?**
 - Oregon State University. Hiring and admission processes have not been evaluated.
 - UTEP: I don't think so.
 - The University of Texas at Austin. This has not occurred at the department level, and I could not find evidence that the University has done this at a higher level. We are preparing for a data collection effort in our department.
- **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?**
 - Oregon State University. My college has not considered cohort hiring, but there are systems for providing new graduate students and new faculty with mentoring. Dual career support and partner hires are routine in our college.
 - UTEP: There is a new faculty training program, when faculty first arrive. In the college of science, new faculty are assigned 2 mentor faculty to help guide them through the pre-tenure process. Dual career hires and more detailed mentoring used to exist, funded through an NSF advance program; however, unfortunately, these efforts are less regular than they used to be.
 - The University of Texas at Austin. The University of Texas has generally been supportive of partner hires in the Department of Marine Science - two of our fourteen faculty are partner hires.