

# URGE

## Unlearning Racism in Geoscience

[Insert Logo Here]

---

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

This is what was found by SLCC Geosciences Pod at Salt Lake Community College on Hiring and/or Admissions Policies, as well as what the pod would propose to change and improve.

- **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>?**
  - Included on job ad: “Salt Lake Community College (SLCC) is fully committed to policies of equal employment and nondiscrimination. The College does not discriminate on the basis of race, color, national origin, age, sex, sexual orientation, gender identity, genetic information, disability, religion, protected veteran status, expression of political or personal beliefs outside of the workplace, or any other status protected under applicable federal, state, or local law.”
  - SLCC’s Diversity Statement: “We at Salt Lake Community College believe diversity enhances the richness of the educational experience and leads to the understanding of and appreciation for the differences and commonalities in each of us. It is imperative that we actively seek and welcome a student body, faculty, and staff who represent the diversity of our region, nation, and world to prepare students to participate as global citizens. Salt Lake Community College strives to create an equitable climate of learning, teaching, and working for all demographics, cultures, and abilities. We challenge and commit ourselves to identify and address inequality with civility and mutual respect to continually improve campus climate.”
  - SLCC’s Inclusivity Definition:” Inclusivity is the active, intentional and ongoing commitment to ensuring that all members of the campus community are able to fully and meaningfully participate in and contribute to all aspects of campus life (i.e., in the curriculum, programs and resources, and in practices and processes). It is the involvement and empowerment of all members of Salt Lake Community College, where the inherent worth and dignity of all people are recognized and valued.”
  - Salt Lake Community College Office of Equal Employment Opportunity
    - **MISSION:** The Office of Equal Employment Opportunity is dedicated to promoting academic excellence by instilling Salt Lake Community

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

College's core theme of inclusion and diversity into its workforce, student body, and educational programs. We support Salt Lake Community College's commitment to policies of equal employment and nondiscrimination and work to prevent any form of exclusion from participation in, denial of benefits of, or subject any individual to discrimination, harassment, or prejudicial treatment on the basis of race, color, national origin, age, sex, sexual orientation, gender identify, genetic information, disability, religion, protected veteran status, expression of political or personal beliefs outside of the workplace, or any other status protected under applicable federal, state, or local law. We actively work to uphold the policy of Salt Lake Community College to comply with all federal, state, and local authorities requiring nondiscrimination, including, but not limited to Title VI and VII of the Civil Rights Act of 1964, Executive Order No. 11246, 45 CFR Part 90, the Civil Rights Restoration Act of 1987, Title IX of the Education Amendments of 1972, The Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975, Genetic Information Nondiscrimination Act of 2008, and Utah's Executive Order, issued December 13, 2006.

- VISION: The Office of Equal Employment Opportunity proactively promotes an inclusive and transformative education by embracing a vibrant, diverse learning community of collaborative relationships that is empathetic, inclusive, and respectful.
- VALUES: In facilitating the College's diversity, inclusion, and compliance objectives, the Office of Equal Employment Opportunity is committed to:
  - Collaboration - We believe we're better when we work together.
  - Community - We partner with our community in the transformative, public good of educating students.
  - Inclusivity - We seek to cultivate an environment of respect and empathy, advanced by diverse cultures and perspectives.
  - Learning - We learn as a college by building outstanding educational experiences for students and by supporting faculty and staff in their professional development.
  - Innovation - We value fresh thinking and encourage the energy of new ideas and initiatives.
  - Integrity - We do the right things for the right reasons.
  - Trust - We build trust by working together in good faith and goodwill to fulfill the College's mission.



## Unlearning Racism in Geoscience

- **Where are advertisements posted or sent? Are there other strategies for reaching applicants for hiring and/or admissions, e.g. job fairs, showcases?**
  - SLCC Jobsite
  - Department Workforce Services (State Requirement)
  - HigherEdjobs.com - includes Email notification to applicants seeking institutions that Value Diversity
  - CommunityCollegejobs.com - includes 8 Diversity and Inclusivity websites
  - LinkedIn Recruiting
- **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?**
  - ☒ Cover Letter (required)
  - ☒ Resume/CV (required)
  - ☒ Transcripts (required)
  - ☒ Letters of Reference (optional)
  - ☒ Other doc (optional)
- **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?**
  - ☒ Search Committee formed (minimum of 3 members and led by Associate Dean)
  - ☒ Minimum Screening
  - ☒ Review by search committee using rubric (rubric is not public, but is based on job ad)
  - ☒ Selection of candidates to interview (using standardized questions)
  - ☒ Selection of candidates for teaching demo and Dean interview
  - ☒ Committee send top 3 candidates to Dean (with ranking)
  - ☒ Dean makes final hiring decision
- **Who is on selection committees and who makes the final decisions? Who interacts with the applicants?**
  - ☒ Associate Dean and faculty serve on committee
  - ☒ Dean makes final decision
- **Has your hiring and/or admissions process been evaluated by outside consultants? What is the process for changing it?**



## Unlearning Racism in Geoscience

- ⌘ Search Advocates oversee each faculty search
- ⌘ A committee recently revamped the hiring process
  
- **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>?**
  - ⌘ No, the big push right now is our Search Advocate program
  - ⌘ .PURPOSE: Create the future state role for a Search Advocate in the FT Faculty hiring process and the plan to implement
  - ⌘ OBJECTIVES: The Faculty Search Advocate participates as a member on the Hiring Committee. The Search Advocate is trained to navigate unconscious bias and take an analytical and all-inclusive approach to interviewing. They are an equal and integral partner of the search process.