

Diversity Guidelines – 2012-2013 Faculty Searches

All searches in 2012/2013 must use and expand upon the best outreach and selection practices in order to enhance diversity in the context of contributions to research, teaching, and service. We believe that increasing the diversity of the applicant pool is consistent with and necessary for maximizing the opportunity to identify the most outstanding scholars. There are multiple mechanisms for achieving this. Below, we list some of the important preliminary steps.

1. We urge you to begin your search process as early as possible in order to reach the best candidates for your position. This involves strategic posting of ads that will reach a broad range of potential candidates as well as active recruitment by department members such as emailing colleagues and alumni, and interviewing at disciplinary conferences. Significant outreach efforts will result in more diverse applicant pools.

2. We strongly urge departments to send proposed ads to Associate Dean Carol Padden for review prior to submitting to ADEO. We will provide departments with examples of ads that have been used in the past that address campus goals with respect to diversity and excellence. We hope that preapproval will speed the process of getting ads posted quickly. Last year, some departments experienced avoidable delays that resulted from needing to alter or expand on language in ads. We realize that each discipline must find the language that is most appropriate for that discipline. We would like to work closely with you to help develop that language.

3. The campus has instituted new recruitment procedures in an effort to accomplish our outreach and diversity goals. **All applicants for faculty positions at UCSD should submit diversity statements separate and distinct from personal and/or teaching statements.** We recognize that some candidates may need guidance in understanding what sorts of activities could be reported. Guidelines for applicants on how to write diversity statements can be found at <http://facultyequity.ucsd.edu/Faculty-Applicant-C2D-info.asp>, and the link can be added to the bottom of your ad. A significant proportion of your short/interview list of candidates must be making or plan to make significant contributions to diversity. Your short/interview list of candidates will need to be approved by the Faculty Equity Advisor (Associate Dean Carol Padden), the ADEO office and Associate Vice Chancellor Jeanne Ferrante before candidates are invited to campus, and these reviewers will pay special attention to contributions to diversity.

4. We will be scheduling a meeting in early October of search committee chairs and department chairs to review recruitment procedures and best practices for recruitment. At this meeting we will also provide additional materials to help departments carry out rankings of candidates needed for the interim selection report. We will also discuss ways that the Dean's office can support your recruitment efforts when candidates are invited to campus for interviews.