Definitions for underrepresented groups

In thinking about strengthening and diversifying our faculty, we want to be thoughtful in recognizing under-represented minority (URM) and other under-represented groups.

1. Definitions by the NSF, NIH:

   o The Higher Education Act defines the term "minority" as an American Indian, Alaskan Native, Black (not of Hispanic origin), Hispanic (including persons of Mexican, Puerto Rican, Cuban, and Central or South American origin), Pacific Islander, or other ethnic group underrepresented in science and engineering. It should be noted that identification of a particular group as underrepresented may vary by discipline (e.g., women are underrepresented in many STEM fields; Asian Americans in social science and humanities fields.). See formal definition here.

2. We also consider what underrepresented means for Dartmouth specifically, so will consider the current demographics in particular departments even if it doesn't meet the definitions used above (e.g., Asian American in STEM).

Ongoing strategies for outreach

• Become familiar with existing programs in your field(s) that provide minority fellowships to pre- and post-doctoral trainees. Consider visiting events for such programs at major conferences to get to know rising faculty in your field.

• Funding is available from the Vice Provost for Academic Initiatives office to invite pre- or post-doctorates who participate in leading minority fellowship programs to visit Dartmouth and deliver a lecture during regularly offered colloquia series.

   o Departments and programs should submit requests to the Vice Provost for Academic Initiatives office for funding (up to $2000) to cover a visit for a specific participant (one per department or program/year). Funds for 2-3 visits per term are available on a first come first serve basis. Send requests to Nariah.Broadus@dartmouth.edu.

Search strategies: Building a diverse pool

• Include proactive language in your job announcements to indicate your department/program's commitment to diversity and expresses an interest in candidates who will advance this.

• Write position descriptions and announcements as broadly as possible to attract the widest possible range of qualified candidates. Consider the data on underrepresented groups in your field to be sure not to focus too narrowly on subfields that may limit the pool of underrepresented candidates available: http://www.nsf.gov/statistics/sed/2013/data/tab24.pdf

- Many top-ranked departments do not yet have strong records of producing diverse PhDs, so be sure to consider candidates from schools that are most successful at producing underrepresented PhDs. For example, the NSF provides a list for science and engineering: http://www.nsf.gov/statistics/2015/nsf15311/tables/pdf/tab7-22.pdf

- Consider candidates who may be under-placed at lower-tiered institutions, but who have demonstrated an early record and the capabilities to excel at Dartmouth.

- Share your job announcement with Dartmouth's alumni affiliated groups (Black, Asian Pacific American, Latino, GLBT, and Native American alumni groups).

- For more ideas for diversifying your pool and leading a successful search contact Dartmouth's Office of Institutional Diversity & Equity or explore these resources: http://www.aaup.org/AAUP/pubsres/policydocs/contents/AAplans.htm

  https://facultydevelopment.stanford.edu/sites/default/files/documents/Excellence.pdf

Search strategies: Evaluating and selecting candidates

- Unconscious bias can influence evaluations of candidates. All chairs and search committee members are encouraged to take this online unconscious bias training at least once. (Other resources to increase awareness of implicit bias are available at: https://implicit.harvard.edu/implicit/education.html)

- Develop evaluation criteria, and evaluation and interview tools, to encourage consistent application by search committee members. Gain consensus about the importance of different selection criteria *prior* to reading CVs and conducting interviews, and document the criteria for the committee. It may be helpful to use a few example CVs (non-applicants) to calibrate criteria before evaluating applications.

- Consider creating multiple short lists based on different criteria; form the final short list from top candidates across each.

- If your search yields outstanding candidates from underrepresented groups, please discuss this with your Dean. In consultation with the Deans, we may be able to offer resources to support new hires such as salary support, or offering an early-to-market candidate a post-doctoral year with limited teaching before starting the tenure clock.