

Department and Search Committee Chairs,

The University is working in numerous and varied ways on strengthening our efforts related to diversity. This includes a commitment to enhancing the diversity of our faculty, staff and students. In an effort to achieve a greater diversity among faculty, the Office of the Provost will assist departments who have been approved to search for faculty positions in three ways.

First, once a faculty position request had been approved, the Executive Director of Institutional Diversity and Inclusion, the University Affirmative Action Compliance Officer, the Faculty Search Coordinator in the Provost Office, and an administrative representative from the University Human Resources Office will meet with the elected search chair to review every aspect of the faculty recruitment process, including the formulation of a job description and the development of a diversity sensitive recruitment plan. A representative of the dean's office and, possibly, other members of the concerned department may also participate in this meeting.

Second, near the beginning of the search process, we will send to department and search committee chairs data on the national availability of diversity candidates. We understand that these data are not perfect: they are not as up-to-date as we would like; they may be for broad disciplinary categories that do not reflect various subfields; they are national as opposed to regional data, etc. But they provide some information that can be used by chairs and search committees to shape their search processes and expectations for the candidate pools.

Third, two weeks prior to the closing date of the search (or the date when the review of applications will begin), we will provide department and search committee chairs with a demographic breakdown of the candidate pool at that time. This breakdown of the pool coupled with the national availability data distributed earlier will provide departments with an indicator of how well the search has done in reaching minority candidates. This information will allow departments to determine whether greater efforts should be made to reach potential minority candidates in the final weeks of the search.

Patrick G. Donnelly, Ph.D.
Associate Provost for Faculty and Administrative Affairs
University of Dayton