Website contains the Dean's Guide to Diversity, the Department Chair's/Head's Guide to Diversity, and a set of powerpoint presentation slides that could be used by faculty and academic administrators to convince their peers of the merits of engaging in various "best practices" to increase faculty diversity. The customizable Powerpoint presentation includes data for the following disciplines:

- Engineering
- Life Sciences
- Mathematics and Computer Science
- Physical Sciences
- Social Sciences and Psychology

Materials developed under a National Science Foundation award given to Lisa Frehill, Mary O’Connell and Elba Serrano, professors in Sociology, Plant & Environmental Sciences, and Biology, respectively at New Mexico State University.

Sample data in the Powerpoint Presentation

**Doctoral Recipients (Similar data available for Women and Asian/Pacific Islanders)**

![Bar chart showing percent URM among doctorate recipients](chart.png)

Women as a Percent of Ph.D.s Employed in Universities & 4-Year Colleges
by STEM Field and Rank, 2001
Analysis of original data from: National Science Foundation.

Pipeline (similar data available for URM and Asian/Pacific Islanders and for a variety of disciplines)
Dean's Guide to Faculty Diversity

Deans can emphasize the importance of implementing an ongoing recruiting strategy and support retention plans that specify how a department and college will ensure the success of newly hired faculty members. Deans can recruit resources among departments and also develop synergistic recruitment and retention strategies for the university.

- Promote faculty diversity as an effective strategy to position the university to compete for research and educational opportunities. This concept needs to be reinforced both with upper-level administrators and department heads/chairs.
- Set aside lines for targets of opportunity and dual career situations that occur in searches.
- Explore ways to combine efforts for searches across departments. Coordinate targets of opportunity across colleges.
- Include evaluation of the department's diversification plan as part of the head/chair evaluation.
- Ensure that search committee members are appropriately oriented. Meet with them to emphasize institutional priorities, including diversity.
- Work with departments to sustain the momentum of the hiring process. Ensure rapid and responsive decisions to requests from the head/chair.

Department Head’s Guide to Faculty diversity

Diversity is the result of the cumulative recruitments to a department as well as the relative success of the department in retaining and advancing faculty. A department head/chair leads their faculty in development of a diverse faculty.

Recruitment:

- Promote faculty diversity as an effective strategy to position the university to compete for research and educational opportunities.
- Search early and constantly. Encourage faculty to identify future candidates at their disciplinary conferences even when searches are not active.
- Ensure search committee members are informed on current research on gender and ethnic bias in evaluation processes, including cognitive errors or unconscious biases.
- Ensure the search committee considers all dimensions of the position when evaluating the applications of the candidates. Consider indicators of future scholarly productivity; potential for broad collaborations; teaching interests including experience with diverse communities or populations; potential for good departmental “citizenship”. Consider using a matrix analysis of each candidate’s strengths and weaknesses for these job dimensions.
- Establish a visit schedule for each candidate that includes interviews with potential collaborators from other departments and with key academic organizations.
• Meet with the candidates at the start of the visit to clarify the position description; inform candidates of progressive departmental environment: faculty mentoring, opportunities for professional development, teaching skill enhancement, transparency of tenure and promotion process.
• Discuss seriousness of department’s commitment to “family friendly” environment (e.g., stopping the tenure clock, leave options, etc.).
• Meet with the candidates at the conclusion of the interview to answer any remaining candidates’ questions.
• Maintain effective communication with all interviewees until position is filled.
• Sustain the momentum of the hiring process; keep negotiation conversations moving, prompt the administration to finalize the written offer in a timely manner.
• Ensure that candidate-tracking data are collected from at least 70% of applicants to enable a careful comparison of the applicant pool to national availability data.

Retention
• Insist on respectful collegial behavior in all contexts.
• Allocate departmental resources using transparent processes that rely on faculty input.
• Promote and nominate faculty for awards and recognition at the university and national level.
• Develop meeting items with faculty and keep meetings on agenda.
  o Solicit ideas from people who are “quiet” at meetings. Facilitate discussions so that everyone can express opinions and ideas, not just one or two members.
  o Hold meetings during the workday, not after hours.
• Enforce university policies and procedures to sanction inappropriate behaviors.

http://diversefaculty.nmsu.edu