

FACULTY DIVERSITY HIRING PLAN

Date: _____ Department: _____

Position/Rank: _____

SEARCH COMMITTEE APPROVAL

Role	Printed Name	Signature
Chair		
Member		
Member		
Member		
Member		
Member		
Member		

DEPARTMENT CHAIR APPROVAL

Printed Name

Signature

DEAN'S APPROVAL

Printed Name

Signature

cc: Vice Provost for Faculty Affairs

Ver. 2021-07-06

Candidate Pool: Background

An overview of the candidate pool for the discipline and area of research for the position needed to be filled. Quantitative data from government and professional societies is encouraged.

Demographics

Faculty by rank regarding gender and race and ethnicity.

Rank	n, %male	n, % female	n, %URM
Full			
Associate			
Assistant			
Lecturer			
Instructor			
Overall			

Search Committee structure

Name	Rank	Role

Discuss the reasoning behind the committee's composition

Interfolio Management

Identify responsible agent, for working with *Interfolio*, and staff member(s), who will assist in the search process.

General Strategy

List the actions that will be implemented to obtain ethnic, racial and gender diversity in your applicant pool.

UMBC-Specific Strategy

List approaches and actions specific to UMBC that will be used to attract women and underrepresented groups.

Guidelines for the Selection Process

List the guidelines and procedures that will assure a fair, transparent, and consistent selection process.

Procedures for the Interview Process

List the procedures that will assure a fair, transparent, and consistent interview process.

Summary of Improvements and Innovations

Summarize improvements in the hiring process (relative to the most recent search) that you plan to incorporate to improve the overall hiring process and the goals of this plan.

Timeline and Unexpected Costs

Provide a general timeline for the faculty search to be conducted by your department. Also, list any unexpected costs that would inhibit the achieving the goals of this plan.

Appendix I

Attach a copy of the proposed advertisement.

Appendix II

Attach any rubrics, standard questions, and procedures to be used in the selection process. Examples from prior searches are acceptable.