

# **Role and Appointment Mechanisms of Faculty Equity Advisors**

## **1) Role of Faculty Equity Advisors (FEAs)**

- Work with unit chairs and Deans to constitute Search Committees to encourage each hiring committee to include people familiar with best practices for diversity and equity in hiring.
- Explain best practices to Search Committees: FEAs will meet with Search Committees to review best practices to secure candidates who contribute to diversity. (See [here](#) and [here](#) for examples.)
- Work with Search Committee to write an inclusive job ad that will lead to a broad pool of candidates.
- Work with Search Committee to help them develop a Search Plan that 1) includes outreach to relevant disciplinary groups; 2) explains the search process; and 3) includes benchmarks for candidate pool diversity that are both reasonable to the Search Committee and reflective of the PhD candidate pool.
- Work with Search Committee to help them meet benchmarks in terms of a diverse candidate pool. When benchmarks are not met, the Dean will be consulted, and the search could be extended. FEA will meet with the Search Committee to review candidate availability pool as well as check in with Search Committee at least every 30 days after advertisement is released.
- Work with Search Committee in an effort to meet benchmarks in terms of a diverse long list and set of on-campus interview candidates. FEA will meet with and provide guidance to the Search Committee when they are selecting the long list as well as the candidates who will come to campus.
- Provide guidance to hiring units in assessing the Contribution to Diversity Statements.
- Work with hiring units to ensure that when candidates come to campus they are connected with any relevant interest groups such as Women in Science, Technology, Engineering and Math (STEM), the Critical Race and Ethnic Studies Faculty, Women's, Gender, and Sexuality Studies minor (WGSS) Faculty Working Group, the UC President's Postdoctoral Fellowship Program local advisory group and/or Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) faculty group.
- Serve as a liaison between the Dean and the hiring units to help ensure success of the search in finding excellent candidates who contribute to diversity.
- Serve as a confidential liaison to any faculty member involved in the search who has concerns or recommendations with regard to the search process.

## **2) Appointment of Faculty Equity Advisors (FEAs)**

- FEAs will be selected by the Equity, Diversity and Inclusion Committee, in consultation with the Vice Provost for Academic Personnel and the School Deans.

- FEAs will be tenured faculty
- FEAs will serve for a two-year term.
- FEAs will receive \$5,000 in additional annual compensation.
- FEAs will attend FEA Training at UC Irvine, with funds provided to cover this expense.
- The FEAs will together form a committee and will appoint themselves to the various ongoing searches across the three school. There will be 1 to 3 FEAs per school, depending on number of searches planned for each academic year.
- FEAs will be assigned to no more than six Search Committees per academic year.