

**University of Wisconsin–Milwaukee
AFFIRMATIVE ACTION IN FACULTY EMPLOYMENT COMMITTEE
2019-2020 Annual Report**

Members:

Name	Rank	Department	Term Ends
Kimberly Cosier	FAC	Art & Design	2022
Brenda Cárdenas, Chair	FAC	English	2020
Guilherme Indig ¹	FAC	Chemistry/Biochemistry	2020
< > ²	FAC		2020
Laura Otto-Salaj	FAC	Social Work (UC Rep)	2020
Chia Vang	Assoc VC	Global Incl & Engagement (Provost Rep)	2020
Jamie Cimpl-Wierner	Dir	Equity/Diversity Services	2020

< > Yet to be appointed

* Designated to call first meeting

¹ Repl J. Blakey (2020-E)

² Repl M. Fraiser (2020-E)

Charter:

Functions/ Responsibilities:

A1.35 Affirmative Action in Faculty Employment Committee

- (1) **Membership.** Six members as follows: four faculty members elected, one member of the University Committee appointed by the University Committee; and ex-officio, the Provost and the Director of the UWM Offices of Equity and Diversity Services (EDS).

(Document 2831, 11/17/11; UWM Administration approval, 11/29/11)

- (2) **Functions.**

- a) Monitors programs and assesses the needs for changes in the recruitment and retention of women and minority faculty.

- b) Formulates appropriate recommendations/actions/policies to the University Committee or Faculty Senate to enhance affirmative action policy in faculty employment.
- c) Monitors campus administration progress in facilitating affirmative activities and progress in affirmative action in faculty employment at UWM.

(Document 1978, 5/11/95; UWM Administration approval, 6/7/95)

(Editorially revised, 7/1/96)

(Document 2179, 2/18/99; UWM Administration approval, 5/30/99)

(Editorially revised, 8/24/06)

Meetings:

The committee met on the following days: 9-5-19, 10-10-19, 11-7-19, 12-5-19, 2-6-20, 4-2-20, 5-7-20.

Summary of Work:

At the beginning of the 2019-2020 academic year, after a period of hiring freezes, faculty hiring began to resume, and the Associate Dean of the College of Letters and Science expressed a need for clear recommendations and guidelines which would encourage the recruitment of women, minority, and disabled faculty. For these reasons, the committee has focused its energies on creating a set of materials which might serve as a comprehensive recruitment guide for these purposes and which the 2020-2021 AAFEC will formally present/recommend to the Faculty Senate during the Fall 2020 semester.

In order to develop these materials, we researched diverse hiring practices undertaken at a number of universities who have successful, comprehensive guidelines, toolkits, and checklists in place. We also reviewed UWM's current demographics and two recent hiring searches which had produced fairly diverse pools of candidates to be interviewed, one resulting in the hire of a minority faculty member. In addition, we reviewed the somewhat outdated *UWM Recruitment Guide for Faculty and Staff* found in the Equity and Diversity Services Office and several training videos which UW-Madison and UW-Green Bay have created regarding managing implicit bias and best practices for recruitment, interviewing, and hiring. Ultimately, we produced the following materials:

- Diversity in Hiring Rationale, which may serve as an introduction
- Web pages on the Equity and Diversity Services web site, which include recruitment resources as well as publicly available training materials and information on implicit bias:
 - <https://uwm.edu/equity-diversity-services/diversity-recruitment-resources/>
 - <https://uwm.edu/equity-diversity-services/diversity-recruitment-resources/>
- Updated *UWM Recruitment Guide for Faculty and Staff*, which includes recommendations for writing inclusive and inviting position descriptions, avoiding implicit bias in evaluating applications and interviewing, and recruiting during campus visits.
- Compiled several examples of checklists and information from which our own comprehensive checklist can be created. A final version of this checklist should be completed at the beginning of the next academic year.
- Ex-Officio Jamie Cimpr-Wiemer also met with Human Resources, which has been very supportive of the recommendations we have developed.

When the Committee presents this project and recommendations to the Faculty Senate in the Fall of 2020, it will also recommend that UWM create its own implicit bias and diversity recruitment training video. After reviewing those available to us, we have concluded that incorporating pieces from them (of course, with permission and annotation) into our own would be the best course of action, as it would incorporate examples directly related to hiring at academic institutions and could reference UWM's particular environment. UWM personnel might appear in it. This is too large an undertaking for the AAFEC Committee to manage on its own.

It is our intention that, once our materials and recommendations have been approved by the Faculty Senate, Human Resources, the Deans, the Provost, and any others who must be consulted, Human Resources adopt them as standard training protocols for all hiring committees or, at least, for all hiring committee chairs. It is important that they do not simply become archives of materials that hiring committees *might* consult but that they are integrated into all hiring committees' processes.

During the 2019-2020 academic year, our Committee also reviewed the campus-wide climate survey created and administered by the 2016-2017 AAFEC. It asked faculty members about their experiences, concerns, and recommendations regarding diversity issues. We have also learned that the Diversity Equity and Inclusion Faculty Action Team has requested such a survey, so we suggest that the 2020-2021 AAFEC consider the results from the 2016-2017 survey to inform a new survey they might co-create with the Action Team.

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