

Courtesy of the University of Vermont: Resources for Diversity Hiring

Suggested ad language

The traditional summary statement found in position announcements – “UVM is an Affirmative Action Employer” is required by federal regulation and must appear in all advertisements. In order to be more attractive to a wide range candidates, additional language may be added.

Proactive language can be included as a specific job qualification or as a summary statement at the end of job announcements. Examples of specific job qualifications and summary statements include the following:

- We are interested in candidates interested in working with us to meet the needs of an increasingly diverse and multicultural society.
- Candidates should describe how multicultural issues have been or will be brought into courses.
- Candidates should describe previous activities mentoring minorities, women, or members of other underrepresented groups.
- Successful candidates must be committed to working with diverse student and community populations.
- The University is committed to building a culturally diverse educational environment.
- We seek candidates with interest or experience with a variety of pedagogical methods.

In addition to any of the above statements, all job ads will now include the following language:

“The University is especially interested in candidates who can contribute to the diversity and excellence of the academic community through their research, teaching, and/or service. Applicants are requested to include in their cover letter information about how they will further this goal.”

Materials for Search Committees:

1. *Shattering the Silences: The Case for Minority Faculty*. Video available at Bailey-Howe.
2. Turner, C.S.V., *Diversifying the Faculty: A Guidebook for Search Committees* (Association of American Colleges and Universities, 2002).
3. University of Washington Faculty Recruitment Toolkit, www.washington.edu/admin/eoo/forms/ftk_01.html.
4. Michigan State University Handbook "Best Practices for a Successful Academic Search: Practical Tips & Resources for Recruiting a Diverse Faculty." www.msu.edu/~aacm/Publications/Publications.html.
5. Smith, Daryl. "How to Diversify the Faculty." <http://www.aaup.org/publications/Academe/2000/00so/SO00Smit.htm>

National Associations and Publications

1. American Association of University Professors
Committee on the Status of Women in the Academic Profession
One DuPont Circle, Suite 500
Washington, DC 20036
2. Association for Asian Studies
The University of Michigan
One Lane Hall
Ann Arbor, MI 48109
3. Association of Black Women in Higher Education
30 Limerick Drive
Albany, NY 12204
4. The Black Scholar
Black World Foundation
Box 7106
San Francisco, CA 94120
5. College and University Personnel Association
CUPA News
1233 Twentieth Street NW, Suite 503
Washington, DC 20036
6. National Association for Equal Opportunity in Higher Education
2234 Wisconsin Ave., NW
Washington, DC 20007

7. Affirmative Action Register
8356 Olive Boulevard
St. Louis, MO 63132
(314) 991-1335
(800) 537-0655
FAX (314) 997-1788

8. Black Issues in Higher Education
Cox, Matthews & Associates, Inc.
10520 Warwick Avenue, Suite B-8
Fairfax, VA 22030-3136
(703) 385-2981

9. The Hispanic Outlook in Higher Education
Display Advertising
210 Route 4 East
Paramus, NJ 07652
(201) 587-8800 X 102
FAX (201) 587-9105

10. National Association for Chicana and Chicano Studies
http://www.naccs.org/naccs/Default_EN.asp

Top 20-doctorate granting institutions producing Black US citizen doctorates

Nova Southeastern University
 Howard University
 University of Michigan-Ann Arbor
 University of Sarasota
 University of Maryland
 Ohio State University
 Wayne State University
 University of North Carolina-Chapel Hill
 Loyola University of Chicago
 Walden University
 Temple University
 Columbia
 Jackson State University
 University of Texas at Austin
 North Carolina State
 Michigan State
 University of California at Berkeley
 University of Illinois-Urbana-Champaign
 Florida State University

Some other institutions granting doctoral degrees to minorities

Rutgers University- New Brunswick
University of Michigan- Ann Arbor
University of California-Los Angeles
Clark Atlanta University
UCLA
Arizona State University-Main
Univ. of Massachusetts- Amherst
Pennsylvania State Univ. –Main
University of Maryland – College Park
Texas Southern University
University of New Mexico
Texas A&M University
University of Miami
Virginia Polytechnic Institute and State University
Ohio State University-Main
Illinois State University
New York University
Oklahoma State University-Main
University of Hawaii-Manoa
Georgia State University
University of Washington
SUNY- Stony Brook
University of Tennessee-Knoxville