

Carey Business School
Faculty Diversity Action Plan Summary, Fall 2016

Goals/Strategies	Actions/Activities, including Assessment/Measurement Criteria	Responsible Parties	Deadline for Completion
1.0. Recruitment.- Search Practices - Establish and Implement Protocols for Faculty Searches, identified in FDI – Best Practices for Faculty Searches			
1.1. Identify and benchmark Availability Pools for all faculty searches	1.1. Identify institutions particularly successful at producing women and/or underrepresented minority doctorates and/or post-doctorates in relevant disciplines. Emphasis on disciplines in which Carey School will be hiring for AY17-18, but goal is to cover all relevant disciplines. Compile resulting list as a resource. Identify specialty journals targeted to women and minorities in business and academics, in which we might advertise faculty positions. Compile resulting list as a resource.	1.1. Search committee chairs of hiring disciplines.	1.1. Fall 2016.
1.2. Develop search process guidelines	1.2. Build on 2015-16 search processes to formally develop a document with Guidelines for Faculty Searches.	1.2. FDI Action Plan Committee	1.2. October 31, 2016.
1.3. Diversity Advocates assigned to all search committees	1.3. Each search committee will have a designated diversity advocate. This individual will be responsible for leveraging the identified and benchmarked availability pool information. The search committee chair will submit the name of this advocate to the Vice Dean of Faculty prior to start of search.	1.3. Search committee chairs of hiring disciplines.	1.3. October 31, 2016.
1.4. Unconscious Bias Training for all search committee members	1.4. In-person training for all search committee members. Certificate of completion upon receiving training. (Note: Online training will be available for individuals who cannot take the training in-person).	1.4. Diversity Advocate from each committee.	1.4. November 30, 2016.
1.5. Divisional Leadership Oversight of all candidate short lists prior to campus interviews	1.5. Vice Dean of Faculty will review candidate short-lists keeping in mind FDI goals.	1.2. Vice Dean of Faculty.	1.5. Ongoing over recruiting cycle.
1.6. Conducting Inclusive Interviews	1.6. Each candidate will meet with faculty that share similar or complementary backgrounds and interests. For example, we will ensure that a woman candidate meets with female faculty both inside and outside the discipline.	1.6. Current faculty.	1.6. Ongoing over recruiting cycle.
1.7. Completion of final search activities summary/report for all faculty searches	1.7. Every search committee must submit a report showing their respective availability pools, the interviewed candidates, and the selected candidates with justifications for selections.	1.7. Search committee chairs with Vice Dean of Faculty.	1.7. May 2017
1.8. Transition to an inclusive and supportive environment	1.8. In addition to mentoring and developmental activities in place for all new faculty, additional mentoring will be offered in the form of connections to other faculty who share similar backgrounds and interests, at Carey or at Hopkins more broadly.	1.8. Vice Dean of Faculty.	1.8. Ongoing, with special attention paid to first years.

2.0. Recruitment.- Search Tools - Utilize FDI Funding Mechanisms			
2.1. TOP	2.1. Be aware of any TOP faculty candidates that may arise and bring to the attention of the Vice Dean of Faculty.	2.1. Search committee chairs, along with all faculty.	2.1. Ongoing over recruiting cycle.
2.2. Establish a visiting faculty program	2.2. Form a committee to develop a formal visiting professors program for AY17-18 that aligns with stated FDI goals.	2.2. Vice Dean of Faculty.	2.2. October 2016.
2.3. Establish a postdoctoral fellowship program	2.3. Form a committee to develop a post-doctoral fellowship program for AY17-18 that aligns with stated FDI goals.	2.3. Vice Dean of Faculty.	2.3. October 2016.
2.4. Research Award	2.4. Encourage faculty to take advantage of research awards, such as the Provost's Office newly instituted Award for Excellence in Diversity and Inclusion Research.	2.4. Vice Dean of Faculty.	2.4. Ongoing, as nominations for research awards arise.
3.0. Resources.- Description of resources, investments, reallocations, personnel required to achieve goals described above			
3.1. Faculty support for FDI programs and events	3.1. Hiring a graduate research assistant to assist with goal 1.1. Funding for RA required.	3.1. Faculty member overseeing project, with support from Office of Faculty & Research.	3.1. Fall 2016