

## **Departmental Climate**



## **Enhancing Department Climate: A Guide for Department Chairs**

This brochure identifies common concerns faculty, staff, and students have about climate in academic departments. It provides department chairs/heads with practical advice for addressing these concerns and fostering a climate in which all department members feel welcome, respected, and valued. tended Audience

Department chairs and other campus leaders (e.g., section or division heads, center directors.) Intended Purpose

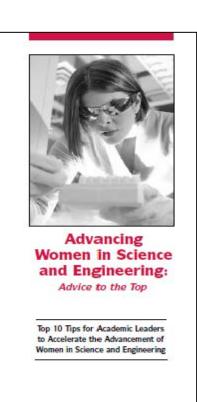
To be used within workshops or educational sessions for department chairs/heads, or individually by department chairs/heads seeking to enhance their department's climate

## **Advancing Women in Science and Engineering:** Advice to the Top Description

Using short summaries of existing research illustrating common situations women face in male-dominated environments (e.g., being a "token", isolation, stereotype threat), this brochure suggests ten concrete steps administrators can take to alleviate these problems. **Intended Audience** 

Upper-level administrators such as Presidents and Chancellors, Provosts, Deans, and Department Chairs. **Intended Purpose** 

To be used within workshops or educational sessions for administrative leaders, or individually by leaders who seek to promote the participation and advancement of women in academic science and engineering.





[In development]

## **Benefits and Challenges of Diversity Description**

Summarizing research from a variety of disciplines, this booklet provides the argument for "why diversity" and also suggests some of the barriers institutions face when trying to increase diversity, including the challenge of overcoming unconscious biases and assumptions that work to undermine individuals from under-represented groups. Intended Audience

Any member of the University community, but especially faculty and administrators. **Intended Purpose** 

To be used within workshops or educational sessions that promote diversity within an organization.

## **Improving Department Climate From Where You** Sit: Tips for Faculty Description

Based on the essay "Sex and Science" that first appeared as supplementary material in a Science Policy Forum, this brochure uses published literature, experiences from faculty workshops, and original ADVANCE-funded research to provide concrete tips and advice to all members of a department who want to improve the climate, especially for under-represented persons. **Intended Audience** 

Any member of the University community, but especially faculty and administrators in academic departments. **Intended Purpose** 

To be used within workshops or educational sessions that promote diversity within an organization.







# **Resources to Facilitate** Institutional Transformation

# Hiring



**Reviewing Applicants: Research on Bias and Assumptions** Description A brief introduction to the social psychological literature on unconscious biases and assumptions with a focus on how these unconscious biases might influence evaluation of candidates in the faculty search process. Specific advice derived from this research is included. Intended Audience

Faculty search committee chairs and members. **ntended Purpose** 

To be used as a tool within a search committee to openly discuss the issues of unconscious biases and assumptions so that all committee members can be aware of their presence and be on alert so that their impact might be lessened.

## **Searching for Excellence & Diversity: A Guide** for Search Committee Chairs

Description A guidebook outlining the "5 Essential Elements of a Successful Search." Includes specific advice and best practices for faculty search committees. **Intended Audience** 

Faculty search committee chairs and members.

**Intended Purpose** To be used within a workshop or training session for faculty search committee chairs and members.

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## Hiring Dual-Career Couples: Promises, Pitfalls, and **Best Practices** Description

Tips, advice, and best practices for hiring faculty members who have a spouse/partner who also needs a job (whether faculty or not.) Advice for different types of institutions and different types of partner hires will be included. Intended Audience

Faculty search committee chairs, department chairs, deans, and central administrative staff. **Intended Purpose** 

provide to upper-level administrators who design and implement campus-wide dual-career hiring policies.

# How to Obtain Resources?

•Visit our website at: <u>http://wiseli.engr.wisc.edu</u>

# •Select the "Online Bookstore" icon

# **Develop**-(Coming

# •Order materials at cost via credit card or invoice, or download the PDF for free!



## To be used within a workshop or training session for faculty search committee chairs and members, or to

"We need diversity in discipline, intellectual outbook, cognitive style, and personality to offer students the breadth of ideas that constitutes a dynamic intellectual community,"

EXCELLENCE DIVERSITY

SEARCHING FOR EXCELLENCE & DIVERS TOP TEN TIPS Build rapport among committee members by se tone of collegiality, dedication, and open-mind Run efficient meetings and empower all comm Make sure committee members know what is expect of them and establish ground rules for such items as attendance, decision-making, treatment of candidate sign tasks and hold committee members accountr views about diversity and other controversial entify people and places who can refer you to tential candidates. Search broadly and inclusively, save sifting and winnowing for later. Recruit aggressively and make personal contact with potential candidates. Discuss research on assumptions and biases and consciously strive to minimize their influence on your evaluation of candidates. Ensure that every candidate interviewed on compus-whether hired or not-is respected and treated well during their visit. Ow 15 0 1.1







Advancing Your Career through Awards and Recognitions h Guide for Women Famility.

Intended Audience Intended Purpose

Description Women and minority assistant professors may not have access to the kinds of informal underrepresented persons. **Intended Audience** Untenured faculty who are underrepresented in their fields.

**Intended Purpose** To be used within workshops or educational sessions about the tenure process, and/or by mentors of women and/or minority junior faculty.

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**Evaluating Candidates for Tenure: Research on Bias** and Assumptions Description This brochure draws on social psychological literature, advice literature, and the work of ADVANCE Institutional Transformation programs to provide advice for reviewers of tenure dossiers. A section offering advice for how to fairly evaluate cases of faculty who have extended their tenure clocks is included. Intended Audience Department chairs, deans, chairs of faculty tenure evaluation committees, and members of these committees. **Intended Purpose** 

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## Advancement of Women

## **Advancing Your Career Through Awards and** Recognitions

This brochure outlines the reasons why women faculty should pursue important awards and honors in their fields, and provides advice about how to position themselves to receive nominations and awards.

Women faculty and staff in the sciences and engineering.

To be used within leadership development workshops or educational sessions for women faculty, or by mentors of women faculty.

## **Achieving Tenure: A Guide for Women and Minorities**

networks and mentoring that allow them to fully reach their potential. In this brochure, we summarize the existing advice and research literature as it related to the tenure process for



To be used within workshops or educational sessions for members of tenure evaluation committees