

## **Diversity Recruitment Plan**

Office of the Vice President for Research and Dean of the Graduate College  
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### Background

The Office of the Vice President for Research and Dean of the Graduate College (OVPR-GC) at the University of Vermont is home to a wide variety of units/divisions, employing nearly 140 people performing a very diverse set of functions in support of the mission of the University of Vermont.

There are currently 9 units within the OVPR-GC. These units range in size from 3 staff members to 52 staff members and include Sponsored Project Administration, Instrumentation and Technical Services (IMF/TSP), Office of Technology Commercialization, Office of Animal Care Management, the Vermont Advanced Computer Core, the Transportation Research Center (TRC), the Jeffords Center, the Office of the VP Research, and the Graduate College. We are pleased to report that the numbers of individuals meeting the diversity definition have gone from less than 5% of the total staff when this administration took office in 2009 to slightly more than 9%. In total, there are 138 employees (93 female, 45 male) which means the gender ratio has stayed about the same (~66%) since 2009.

### Diversity Plan: steps and strategies

We work closely with the 9 units within the OVPR-GC to institute steps and strategies to help ensure a diverse workplace, and they include:

1. Promotion of the OVPR-GC as a dynamic and collegial work environment
2. Advertise, when possible, open positions in publications and on web sites whose targeted audiences are minorities and/or women
3. Enhance awareness of the current OVPR-GC staffing profile and opportunities for improvement
4. Provide specific financial support for diversity recruitment when possible
5. Ensure that applicants are aware of resources at UVM surrounding diversity
6. Perform outreach to professional organizations, particularly those for women and underrepresented groups
7. Develop position advertisements to include specific language highlighting the UVM and OVPR-GC commitment to diversity
8. Foster employee participation in AAEO educational programs and workshops

### *Tenured or Tenure-track faculty recruitment*

Though the OVPR-GC has a broad network of employees, and is home to an academic unit (the Graduate College) only one of the divisions/units (the TRC) has the ability to hire tenure-track or non-tenure-track faculty members into an academic line (because it is a Matrix Center). While previously hired tenure or tenure-track faculty members can and do populate administrative positions within the OVPR-GC, the OVPR-GC itself does not recruit tenure- or tenure-track faculty directly into academic positions. It should be noted that the TRC has not hired any faculty recently and there are currently no plans to do so.

### *Staff Recruitment*

All of the hiring within the OVPR-GC falls into one of two categories: 1) staff positions, or 2) the recruitment of existing UVM tenure- or tenure-track employees into administrative staff positions.

Staff positions may be hires new to the University, or internal hires from within the University (including target-of-opportunity hires). There have been approximately twenty hires in the past several years. The recruitment of existing tenured or tenure-track employees into administrative positions has happened twice in the last two years. While there was gender equality in those hires, neither were hires that improved diversity.

### Current composition of the OVPR-GC

As noted above, the OVPR-GC enterprise consists of 138 individuals. Of those, nearly 2/3 are women, and 9.2% fall into the category of diverse individuals (15 individuals out of 138). The latter number represents slightly more than double the number from when we took office in 2009.

(It is interesting to note that in the IMF/TSP, 48% of the staff members are veterans of the U.S. armed forces.)

### Annual average hiring activity

It is estimated that there will be between five and ten staff hiring opportunities each year, depending on turnover, including retirement. As noted, there are currently no faculty hires planned. The opportunities to increase diversity should be the same for all staff positions.

### Specific strategies

We are very pleased that our diversity numbers have increased. The influx of minorities and underrepresented groups moving into the region has increased the potential pool of diverse hires and the rising numbers simply reflect the rising pool. Our steps and strategies are listed above; we certainly encourage all of our units to follow the best practices in diversity recruitment; and all hiring committees are aware of and discuss the need to make a diverse staff a priority.

### Support and retention of a diverse workplace

It is our belief that a university setting should foster one of the most diverse workplaces of any industry. The wide range of opportunities -- academic and programmatic -- serve to provide numerous opportunities for diversity of every kind. We are proud that the university offers many services and support mechanisms for our diverse population and we strive to make sure that -- in addition to providing direct support "in-house" -- our diverse population is aware of the services and support offered by the university at large. We provide modest financial support to ALANA and other diversity-related organizations wherever possible.

### Accountability and benchmarks

All OVPR-GC units are expected and required to include diversity in the priorities of any search. As previously mentioned, our numbers have risen from a low of 4.4% in 2009 to 9.2% now. Our goal is to raise that number by 1 or 2% every year, and given the change in the region's diverse population, that should be achievable given enough staff turnover.

### Challenges and opportunities

In the OVPR-GC, different units have different challenges. In some cases, limited budgets do not allow for advertising beyond the region and using websites that may or may not target a diverse audience. This creates a less-than-robust pool, which certainly limits opportunities to find diverse candidates. In other cases, we might attract interest from outside the geographic area but funds do not exist to cover relocation costs. In other cases, some networks (like transportation engineers for example) are small so networking opportunities are limited. And there are times when the Vermont pay scale is not nationally competitive.

Even with those challenges, the OVPR-GC and related units are committed to increasing our diverse population any way we can. The sentiments of one unit director sum it up: "We hope to make our department a destination for diverse, qualified staff." As the OVPR-GC's finances improve, we hope to increase budgets for advertising and recruiting, and set aside funds for relocation as well. And as noted above, the influx of minorities and underrepresented groups to northern Vermont may help simplify what has been, to date, a challenge. We committed to continuing to increase the number of employees from underrepresented groups throughout our organization.

Submitted by:

Domenico Grasso,  
Vice President for Research &  
Dean of the Graduate College