

# University of Illinois - Essential Elements of a Successful Faculty Search

## LEADERSHIP BY DEPARTMENT HEADS IS ESSENTIAL

- Department heads set the tone and expectations
  - Departmental level communications/conversations
  - Discussion in departmental meetings: Diversity=Excellence
  - Changing the climate/signaling importance of diversity
  - Ensuring awareness of TOP: what it is; how it works
  - Ensuring search committee member awareness of goals/strategies/resources
- Willingness to question diversity of pool and finalist pool
- Review of internal barriers to diversity within department
  - By-laws
  - Search committee composition
  - Hostile climate
  - Role of unconscious bias
  - Nature of interview process
- Assign the diversity advocate role to a senior faculty member (the search chair can be assigned this role)

## DEPARTMENT MUST HAVE AN ACTIVE, AGGRESSIVE, AND YEAR-ROUND DIVERSITY RECRUITMENT STRATEGY

- Identification of potential prospects by rank: Assistant; Associate; and Full Ranks
  - Reach out to colleagues for graduate students
  - Sponsor networking sessions at conferences
  - Host a table/event at a conference
  - Actively reach out to scholars at conferences
  - Follow-up after conference
  - Actively review associations/organizations/fellowship recipients websites for scholars' names/award winners
  - Departmental discussion about potential prospects
  - Development of a solicitation approach – discussion of TOP and lecture series/campus visit

## DIVERSITY IN THE POOL CAN TRANSLATE INTO DIVERSITY IN THE FINALIST POOL

- Discussion of evaluation criteria/awareness of unconscious bias
- Reviewing ODEA diversity of finalist pool report
- Department Head discussion with Search Chair about diversity of finalist pool
- Awareness of campus commitment to diversifying finalist pool – fourth candidate visit (costs covered by campus)

## DIVERSE FINALISTS CAN BECOME HIRES

- Review the interview day: people, places, and the process
- Discuss interview questions and process
- How does the department “sell” Illinois and the community
- Conducting the interview
- Material presented to candidate
- Dual career management

## ENSURING SUCCESS AT ILLINOIS

- Departmental integration
- Review of mentoring/strategy/program