

Equity Advisor Responsibilities (R5), 2023-24 UCI Office of Inclusive Excellence

(Questions? AVC Sharon Block: sblock@uci.edu)

Required specific activities:

- Annual Academy for Inclusive Excellence (September 27, 2023)
- Monthly Equity Advisor meetings set by OIE
- Quarterly Activity Reports on EA activities. F23 – due (Friday) Jan. 12, 2024; W24 – due (Friday) Apr. 5, 2024; SPR24 – due (Friday) Jun. 28, 2024

Recruitment of new faculty

Goal: To diversify faculty hiring in line with availability and larger population of California

- Reach out to current President's and Chancellor's Postdoctoral Scholars in your school, offer assistance, community building, etc.
- Work with the Dean, chairs, and relevant faculty on implementing best practices
- Encourage recruitment of PPF/CPF through PFP Hiring Incentive LINK
- Meet with each faculty search committee to share data and best practices for inclusive excellence
- Assist in search activities to diversify applicant pool and promote equity
- Sign off on search stages in [APRecruit](#) to ensure compliance with university search guidelines and best practices
- Develop and distribute information on recruitment as appropriate
- Meet with candidates or other faculty as appropriate/needed

Retention of current faculty

Goal: to improve equity in retention and advancement through faculty career advising programming in collaboration with chairs and deans

- Continue (or initiate) a new faculty orientation
- Create mentoring programs for early, mid, and senior career faculty as appropriate
- Offer welcoming opportunities for new faculty at all levels
- Establish or identify a support network to be a resources for best practices in merits, promotions and advancements
- Raise awareness of the need for equity and diversity in all service and professional activities, such as leadership opportunities, nominations for awards and honors, etc.

Remediation of possible inequities and issues among faculty

Goal:

- Be available for confidential (as possible) consultation
- Advising the dean and central administration of possible inequities, including those revealed in the annual faculty salary equity study
- Consult with faculty requesting reasonable accommodations or other assistance
- Serve as a resource to faculty in merit/promotion/advancement file preparation

Resources

Goal: for building and sustaining and inclusive school and campus culture

- Design and offer EDI activities tailored to your school's/faculty needs
- Share materials, practices, and advice with other Equity Advisors
- Cultivate faculty within your own school to become a future Equity Advisor
- Remain a resource to the program after your term has expired