

Date: July 20, 2017

To: Deans and Department Chairs

From: Ameae M. Walker
Vice Provost for Academic Personnel (VPAP)

Cc: Cynthia K. Larive, Interim Provost and Executive Vice Chancellor
Ken Baerenklau, Associate Provost
Dylan Rodriguez, Chair of the Academic Senate, Riverside Division
Nicole Butts, Director, Equal Employment & Affirmative Action
Academic Personnel Directors

Re: Diversity Statement Requirement in Appointment Files Effective August 1, 2017

In 2015, a policy change ([link](#)) to UCR's hiring procedures requiring a Diversity Statement from all applicants was implemented, but we failed to update what was required in the appointment file. Effective August 1, 2017, all appointment files must contain the candidate's submitted Diversity Statement. This will enable us to comply with expectations in [APM 210-1-d](#):

“Contributions in all areas of faculty achievement that promote equal opportunity and diversity should be given due recognition in the academic personnel process, and they should be evaluated and credited in the same way as other faculty achievements. These contributions to diversity and equal opportunity can take a variety of forms including efforts to advance equitable access to education, public service that addresses the needs of California's diverse population, or research in a scholar's area of expertise that highlights inequalities. Mentoring and advising of students and faculty members, particularly from underrepresented and underserved populations, should be given due recognition in the teaching or service categories of the academic personnel process”.

This relatively new language, added to the APM on July 1, 2015, does not add a fourth category of evaluation, but seeks to recognize contributions to equal opportunity and diversity within the existing categories of research, teaching, and service.

Examination of the Diversity Statement is but one component of the holistic review of all appointment files.

The Diversity Statement must be included in the appointment file and submitted via eFile. It may be part of the Pre-Appointment PDF file or uploaded under “Other Documents”. For more information on how to use eFile for appointment files, please click on this link: <http://efileinfo.ucr.edu/appointments.html>. You may also send an email to efilesupport@ucr.edu for assistance.

For questions or more information regarding this policy, please send an email to academicpersonnel@ucr.edu.