



Information Sessions on Updated Search Committee Handbook

November 10, 2017

To the UW community:

The Office of Diversity, Equity and Inclusion is pleased to release an updated resource to assist search committees in faculty/academic and administrative professional searches. "[Conducting a Fair and Equitable Search: Best Practices](#)" is now available. This resource provides information, resource links and guidance for search committees, including ways to prepare your area for diverse recruitment, effective and fair methods for evaluating candidates, information on implicit bias and evaluator error, and ways to welcome new diverse faculty and staff.

The handbook can be found on the website for the [Office of Diversity, Equity and Inclusion](#), along with other information regarding the search process.

Additionally, the Office of Diversity, Equity and Inclusion is offering open sessions for faculty/academic and administrative professional search committee chairs and members to attend in lieu of the required individual diversity consultations. The dates and times for these sessions are:

-- Monday, Nov. 13, from 9-10 a.m. in the East Yellowstone Ballroom, Wyoming Union.

-- Wednesday, Nov. 29, from 10-11 a.m. in the East Yellowstone Ballroom, Wyoming Union. That is a different location than announced previously.

-- Tuesday, Dec. 5, from 3-4 p.m. in the East Yellowstone Ballroom, Wyoming Union. That is a different location than announced previously.

The Nov. 13 session will be available for live and on-demand viewing via WyoCast at <https://wyocast.uwyo.edu/WyoCast/Play/3846cdf42875428ebbab5b7e099ff3ff1d>.

While search committee members and chairs are highly encouraged to attend, these sessions are open to any faculty or staff who wish to learn more about conducting fair and equitable searches.

For questions or to RSVP for an information session, please contact diversity@uwyo.edu or call 766-6672.

Sincerely,

Emily Monago, Chief Diversity Officer