Request for Proposals: Recruitment of Under-Represented Domestic Minority (URDM) Graduate Students

The Office of Academic Affairs is pleased to announce the availability of diversity GA (graduate assistant) allocations for AY2018-19. This year we emphasize efforts by departments to seek, employ and mentor under-represented domestic minority (URDM) graduate students to enhance graduate student diversity campus-wide and foster an inclusive atmosphere among graduate programs. **Departments or individual faculty may apply for support to diversify their applicant pool for new graduate students who will matriculate at UW in Fall 2018.** For full consideration, proposals must be submitted to Academic Affairs by 5 pm, **Friday, October 20, 2017.** Later proposals will be considered depending on availability of funds.

Our goal is to expand the diversity of the pool of applicants to UW graduate programs and to bolster inclusiveness on campus. This RFP is **not** intended to support research on topics of diversity but to accomplish greater diversity of graduate students within our classrooms. The URDM GA position requires a teaching component comparable to other state-supported Graduate Assistants.

**URDM students are defined as:** American born or naturalized (domestic) under-represented minority citizens whose ethnicity at UW is significantly below national population means (Table 1 below). Graduate degree seeking applicants that diversify UW populations include students of African American, Hispanic/Latino, American Indian/Alaskan native/ Native Hawaiian/Pacific Islander, or Asian descent.

**URDM awards may also be given to diversify the applicant pool in disciplines where great gender inequity occurs here at UW. Women applicants are encouraged in masters and doctoral programs in physical and earth sciences, math and computer science, engineering and business (Allum & Okahana 2015, Council of Graduate Schools).**

This RFP asks submitting **faculty or departments** to submit proposals (<2 pages) explaining how you will expand the diversity of applicants for graduate positions within your program(s), make personal contacts with diversity applicants to enhance the pool of URDM applicants to UW graduate programs and document support sources available to potential URDM awardees.

**Clearly state:**

- A graduate recruiting plan to diversify the applicant pool
- Support tactics for the search process to ensure all applicants receive personal contact and timely responses
Mentoring and inclusiveness efforts that will be used to support the new student

The new student’s
- intended graduate degree and completion date
- teaching responsibilities associated with the GA position
- research/creative activities as part of their program

The mentoring faculty’s
- record of successful graduate student completion and student publication
- all prior Women and Minority GA and URDM awards in the past five years, and the outcomes of the awards and success of each student

The graduate degree program’s
- current Assessment Tier ranking; rankings are at: [http://www.uwyo.edu/assessment/annual-reports/](http://www.uwyo.edu/assessment/annual-reports/)
- current support for any diversity students already in place
- domestic diversity within your department

Any recruiting announcements should include the following statements:

“The University of Wyoming offers Graduate Assistantships that are intended to increase access and opportunities to graduate education for U.S. students from under-represented/under-served populations and to increase student diversity in our graduate degree programs on a competitive basis. The University of Wyoming is an affirmative action/equal opportunity employer and institution and does not discriminate on the basis of race, gender, religion, color, national origin, disability, age, protected veteran status, sexual orientation, gender identity, genetic information, creed, ancestry, political belief, or any other applicable protected category or participation in any protected activity in any aspect of employment or services. For more information see [www.uwyo.edu/diversity/fairness](http://www.uwyo.edu/diversity/fairness).”

Preference will be given to:
- mentors with a demonstrated record of timely student degree completion and publication
- doctoral degree programs that submit for doctoral students or master’s degree programs in disciplines where the degree is considered a terminal degree. Considerations for terminal degrees within particular disciplines should be explained fully in your proposal.
- faculty with matching funds (non-state, non-Academic Affairs) to support the student’s academic pursuits (i.e. endowments, gifts, competitive research/creative project funds).

Submit your proposal to Office of Graduate Education, Academic Affairs; as a pdf file with “[faculty last name] URDM2018” in the file name. Proposals must be submitted to Academic Affairs Graduate Education; Michele Peck mpeck@uwyo.edu, by 5:00 p.m. Friday, Oct. 20, 2017. Late proposals will be considered depending on available funds.

Award process for successful proposals: We hope to announce successful proposals by November 6, 2017. At that time, the Office of Graduate Education will provide more details for obtaining approval for a URDM GA. The URDM GA awards are contingent on the successful recruitment of newly matriculating students in Fall 2018, or competitive URDM undergraduate scholars already at UW who will transition to UW graduate studies. Current UW undergrads must compete with external applicants and your graduate recruiting effort must be announced broadly. Each GA allocation will be approved only after Academic Affairs approves an applicant; approval is contingent on receipt of all application materials, including a personal statement from applicant.
The students’ application materials must be uploaded into the SalesForce CRM online system for review and approval. URDM GA stipends are typically allocated for 2 years, depending on available funds, GA teaching and reported project success. This funding should be considered a “jump start” for departmental momentum in diversity recruitment and repeated funding to the same departments is unlikely once a department has demonstrated momentum.

All state GA positions include teaching requirements. The GA Job Description is at http://www.uwyo.edu/uwgrad/_files/docs/ga_job_description_time_limits.pdf.

Contacts for UW diversity services on campus are provided below.

Table 1. National and UW enrollment on the Laramie campus by ethnicity. National data from Council of Graduate Schools 2014 and UW Spring 2017 (OIA).*

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>National Data (CGS% )</th>
<th>All students on Laramie campus (%)</th>
<th>UW graduate students (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hispanic/ Latino</td>
<td>7.5</td>
<td>6</td>
<td>3.5</td>
</tr>
<tr>
<td>American Indian/Alaskan native</td>
<td>0.4</td>
<td>0.6</td>
<td>0.7</td>
</tr>
<tr>
<td>Asian</td>
<td>5.0</td>
<td>1.1</td>
<td>0.8</td>
</tr>
<tr>
<td>Black/African American</td>
<td>9.3</td>
<td>1</td>
<td>0.5</td>
</tr>
<tr>
<td>Native Hawaiian/Pacific Islander</td>
<td>0.2</td>
<td>0.2</td>
<td>0.1</td>
</tr>
<tr>
<td>White</td>
<td>50.6</td>
<td>72.5</td>
<td>71.5</td>
</tr>
<tr>
<td>Two or more races</td>
<td>1.9</td>
<td>3.1</td>
<td>2.3</td>
</tr>
<tr>
<td>Race/Ethnicity unknown</td>
<td>5.5</td>
<td>9.6</td>
<td>10.4</td>
</tr>
<tr>
<td>International</td>
<td>19.1</td>
<td>6</td>
<td>10.4</td>
</tr>
</tbody>
</table>


UW Contacts, Centers for Diversity Services and References:
- Office of the Chief Diversity Officer for Diversity, Equity, and Inclusion; Dr. Emily Monago, emonago@uwyo.edu, and Janean Forsyth Lefevre, jforsyth@uwyo.edu, 766-5608
- Multicultural Affairs; Conrad Chavez, reds@uwyo.edu, 766-6193
- Nontraditional & Gender Programs; Brian Romero, bromero@uwyo.edu, 766-6191
- Women in Math, Science & Engineering, WiMSE; Dr. Shawna McBride, smcbride@uwyo.edu, 766-2987
- McNair Scholars National List, Director or Susan Stoddard, sjs@uwyo.edu, 766-6189
- GRE National Search Services, Academic Affairs; Michele Peck, mpeck@uwyo.edu, 766-6478