

Guarini School of Graduate and Advanced Studies
Diversity and Inclusion Plan
2019-2020

Guarini Graduate School overview:

The Guarini School of Graduate and Advanced Studies (GRAD) is the academic home for Dartmouth's Masters, PhD candidates and postdoctoral fellows. The school was established in 2016 to amplify the impact of Dartmouth's research programs, accelerate collaborative initiatives across academic departments and professional schools, and expand professional development opportunities for a diverse community of students.

We believe that diversity is not only the inclusion of underrepresented groups (African American, Native American, Hispanic, Pacific Islanders, women, people of different ages and abilities, as well as first generation college graduates) in our student population, but, the practice of recruiting and retaining: supporting and acknowledging the differences and the commonalities of ourselves and the students from many countries from around the world that we serve.

The position of Assistant Dean of Recruiting, Diversity and Communications was created to ensure that the composition of our graduate student body continues to move toward an accurate representation of the demographics of the World. The Assistant Dean of Recruiting, Diversity and Communications represents the GRAD school at major conferences for underrepresented students (Including The Annual Biomedical Conference for Minorities in Science (ABRCMS), The Society for the Advancement of Chicanos and Native Americans in Science (SACNAS), American Indian Science and Engineering Society (AISES), The Historically Black Colleges and Universities Undergraduate Research Program (HBCU-UP), and MARC and McNair programs nationally. The position also represents Dartmouth in the Leadership Alliance, an Academic Consortium "whose mission is to develop underrepresented students into outstanding leaders and role models in academia, business and the public sector".

The Guarini School of Graduate and Advanced Studies includes: Dean of the GRAD school, 4 Assistant Dean's, Communications and Outreach Coordinator, Admissions Assistant, and an Administrative Assistant. Our office supports the graduate students and postdoc's in the programs and departments that fall under the Guarini School of Graduate and Advanced Studies.

Building a culture of inclusivity within the office of the Guarini School of Graduate and Advanced Studies:

- Encourage all staff members to participate in IDE/HR's recommended options for implicit bias training.
- Review the ways in which The GRAD school is creating an environment that is welcoming and inclusive of all staff.
- Ensure that equal opportunity statements are included in all job descriptions.
- Post the Dartmouth inclusivity language on the school's website.
- Make sure that our website is written for accessibility.
- Review the ways in which resources, requirements, and assignments are distributed among staff members.
- During annual performance reviews of staff, discuss engagement in workshops or presentations that focus on equity, inclusion and diversity.
- Be sensitive and responsive to potential retention risks among staff.
- Partner with other departments on campus around issues of diversity/inclusion-OPAL, Office of Institutional Diversity and Equity (IDE), and C3I.
- Foster partnerships across campus to support graduate students and postdoc's- Institute of Writing and Rhetoric, DCAL, International Office, Student Services, Career services and OVIS.
- Work with HR's Talent Acquisition team and/or IDE during the hiring process.

Building a culture of inclusivity within the Guarini GRAD school departments/programs for graduate students:

- Ask them to post the Dartmouth inclusivity language on their websites.
- Encourage all faculty and staff members to participate in IDE/HR's recommended options for implicit bias training in regards to admissions committees.
- Encourage them to review the ways in which resources, requirements, and assignments are distributed among graduate students.
- Encourage them to review the ways in which their departments are creating an environment that is welcoming and inclusive for all students.
- Support them to be sensitive and responsive to potential retention risks among graduate students.
- Encourage them to discuss new or different mentoring and professional development opportunities with chairs or administrative supervisors.
- Encourage programs/departments to actively network throughout the year to ensure a rich and diverse applicant pool.

Building a culture of inclusivity within the Guarini GRAD School for graduate students/postdoc's:

- Provide support and mentoring programs for graduate students:
 - ✓ faculty student teas
 - ✓ veteran support group
 - ✓ GWISE (Graduate Women in Science)
 - ✓ mentoring events
 - ✓ first generation lunches
 - ✓ international mentoring groups
 - ✓ minority support events
 - ✓ dissertation writing workshops
 - ✓ EE Just Lift-off fellows support
- Recruit and support PROF Dissertation Fellows.
- Work with and support the Graduate Student Council.
- Manage the ASURE (Academic Summer Research Experience) for underrepresented minority students attending Dartmouth in the summer to gain research experience at Dartmouth.
- Provide support for students who need academic support services.
- Provide career counseling services.
- Administer Alumni Research Award to support students funding for research.
- Administer Travel Awards to support students funding for research.
- Professional Development graduate credit.
- My IDP (Professional Development software) support.
- Collaborate with local communities on outreach initiatives which currently include: Brain Buzz, school collaborations, Science Day and Brain Bee
- Sexual Assault training for all students
- Work with undergraduate housing to help integrate graduate students into the house system.

Accountability:

How is success in the areas noted above defined?

- Increase # of diverse graduate applications.
- Increase # of diverse enrolled students.
- Increase retention of enrolled diverse students-engage with support and create a community that they can thrive in.

How and when will we track and measure our progress?

- Annually review #'s and data from above.
- Survey graduate student climate on a regular basis.
- Annually all programs will be responsible for submitting a diversity plan update.
- We will generate an annual report on all findings from the office and departments.

