

# A3D3 Equity & Career Committee Meeting

Javier Duarte, Mia Liu  
3/30/2022

# Equity & Career Committee

- Coordinators: Javier Duarte and Mia Liu
- Current members: Mark Neubauer, Elham E Khoda, Anthony Aportela, and Noah Paladino
- Rotating members on a yearly basis (nominally first term ends in October)
- Charge: coordinate/organize postbacc program (including reviewing applications), coordinate postdoc mentoring, review/revise code of conduct, conduct merit review of the Equity, Diversity, & Inclusion (EDI) for the institute
- Communication: slack channel for discussion: #a3d3-equity-career (+ google group: a3d3-equity-career@googlegroups.com)
- Meetings as needed
  - More frequent when needed (like now)

# Post-bacc Program

- Targeting URM: provide the experience, support and preparation for students who might not otherwise be prepared for or admitted to Ph.D. programs in physics, astronomy, biology, neuroscience, and computer science.
- One-year appointments as employees at the collaborating institutions, participation in research and research supervision, professional development through career and graduate admissions guidance, and one-on-one mentoring.
- Four post-bacc/year, each post-baccalaureate will be assigned a research supervisor and a separate mentor
- Access to GRE preparation courses and “How to get into grad school” mini workshop (?)

# Post-bacc Program

- Timeline:
  - [Ad](#), Deadline 3/15/2022, Notification Date 4/15/2022, Start date 6/13/2022
  - Today: Finalize [rubric](#)
    - 13 eligible applicants for 4 expected awards => 4-5 apps to review per person
  - Aim to finalize scores and discuss at another meeting next week (same time or 1 hour later?)
  - Check with PIs that they are happy with the candidates
  - Notify and recruit starting 4/15 (with wait list)
- Distribution of post-bacc student researchers
  - PIs interested in receiving post-baccs: <https://a3d3.ai/jobs.html>
  - Ideally  $\leq 1$  / institute, 1-2 per domain
  - Ensure there are social/professional development events for students to connect
    - What about auditing courses for training/credit/certificate?
  - Employment at individual institutions (UW will pay subaward) so need to start process FAST

# Future recruitment

- Consider advertising next years at NSBP, NSHP, Black in AI, Latinx in AI, SHPE, SACNAS, WiML, etc.
  - Attend these conferences/workshops and talk to potential students
- Selection committee & criteria, project matching, application material
- Ensure balance across domains and participating institutes
- Placement after the program + followup

# Reviewing applications

- Holistic review, design a rubric, etc.
- Example rubric following recommendations from [C-CIDE](#) (for grad school):

Category	High	Medium	Low	Notes
Academic Preparation	A- or better in all core STEM courses AND B or better in non-STEM courses; received at least one academic honor	B or better in all core STEM courses; Concerning grades have a reasonable explanation	Lower than a B in 2 or more core STEM courses; Grades of C or lower do not have a reasonable explanation	
Scholarly potential	Clear commitment to and enthusiasm for research AND experience at least equal to a senior thesis	Clear commitment to and enthusiasm for research, BUT experience less than a senior thesis	Signals that a PhD is more of a next step than a clear passion.	
Diversity, Equity, Inclusion Contributions	Has been an active advocate for diversity, equity, and/or inclusion	Some evidence of engagement with diversity, equity, and/or inclusion	Limited evidence of engagement with diversity, equity, and/or inclusion	
Alignment with Program	Research interests align with multiple faculty AND stated career goals align with program training	Research interests align with one faculty member AND stated career goals align with program training	Limited alignment with faculty research interests OR limited evidence of alignment between career goals and program training	
Realistic Self-Appraisal	Clearly delineates strengths and weaknesses AND clear evidence of effort on self development	Basic statements about strengths and weaknesses AND does seek positive and negative feedback	Over or understates abilities; indications that self-assessment or learning from experiences are limited	
Preference for long-term goals	Clearly communicates long-range goals beyond the PhD AND has a record of engaging in long-term endeavors	Clearly communicates long-range goals beyond the PhD OR Has a record of engaging in long-term endeavors	Goals are short range (e.g., specific coursework); limited history of engagement in long-term projects	

# Postdoc Mentoring

- Each postdoc will be assigned a mentor at their local institute and a second, independent, mentor at another institute and domain
- Entrance discussion with their two mentors to discuss their long- and short-term career goals, research opportunities
- Annual review of the postdoc's progress to review career plans and discuss academic and professional development; goals and the career path will be adjusted as a response to the postdoc's goals.
- Participation in FML meetings and convenership position within the FML organization; this is the main venue for regular communication.
- Opportunity to serve on the equity and career committee
- Yearly joint meetings of all postdocs within A3D3 with the Management. Meetings provide a venue for postdocs to raise professional concerns, provide feedback, and suggest structural changes that could enhance the research environment.
- Seminar opportunities at many of the various partner organizations

# Code of conduct and Merit review

- Example from [IAIFI](#) + [form](#) agreeing to it
- [Contributor Covenant Code of Conduct](#)
- [UW Code of Conduct](#)
- One of our first duties is to distill this into our own code of conduct
- Also, will establish procedures to perform EDI Merit Review