

Section 620 of the Administrative Manual:
Recruitment, Selection, Appointment, and Evaluation
**“Training for Equity and Diversity Representatives on Search Committees for
Full-Time Faculty”**
(Approved February 18, 2009)

620 Recruitment, Selection, Appointment, and Evaluation

620.1 General Policy

620.2 Affirmative Action

California State University, Northridge is committed. . .

1. Each Department committee. . .
2. Each College’s Personnel Committee. . .
3. All Department and College search and screen committee Equity and Diversity Representatives shall receive special training from the Director of Equity and Diversity. The Equity and Diversity Representative or designee from the search committee is required to participate in a hiring workshop on the hiring process as jointly offered by the Director of the Office of Equity and Diversity, the Faculty Senate Educational Equity Committee, and the Associate Vice President for Faculty Affairs. All other committee members are encouraged to attend. Those members who attend the workshop are responsible for disseminating this information to every committee member who did not attend. The entire search committee is responsible for ensuring that the search has been conducted in compliance with the provisions of the *Manual of Procedures for Search and Screen Committees for Full-Time Faculty Positions*.