Inclusive Future Faculty Initiative

Recruiting the Diverse Faculty of Tomorrow, Today

A Campaign of The Frederick Douglass Institute Collaborative,
Pennsylvania State System of Higher Education

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The IFF Initiative:  
Building an Inclusive Future Faculty for Higher Education

The Frederick Douglass Institute Collaborative of the Pennsylvania State System of Higher Education Statistics developed the Inclusive Future Faculty (IFF) Initiative to address a persistent challenge in U.S. higher education, the severe lack of underrepresented minority (URM) faculty in colleges and universities across the country.

The purpose of the IFF is to connect URM students with URM faculty through an interview process that will allow us to capture and preserve stories of how and why they became professors. These videos, conducted by students like you across the United States, will then become part of an online video library that anyone can use to help them understand more about faculty careers.

Our goal is to make these personal stories part of the fabric of career planning for the current as well as the next generation of students of color.

The Problem

Statistics show that Underrepresented Minority (URM-Black, Latina/o, Native American/Alaska Native) professors constitute approximately 6%, 4%, and 1%, respectively of the entire faculty across the U.S. (National Center for Educational Statistics, 2011). This is true even at a time when students of color make up a higher percentage of college students than ever before (Black-15 %, Latina/o-14%, and Native American/Alaska Native- 0.9%). The IFF Initiative wants to turn those numbers around by encouraging more students of color to consider professions in higher education, especially as faculty.

The IFF Interview

Who: Any underrepresented minority student currently enrolled in undergraduate\(^1\) or graduate school, or considering post-secondary education, may participate as interviewers.

You can interview any faculty member who is an underrepresented minority as defined in the problem section above, and who holds a Ph.D. (or other terminal degree in the relevant field), for this project. Interviewees can teach at your college or university or another, and can be employed in any department or program.

What: The IFF accepts original, video-recorded interviews.

Where: Participation in the IFF is occurring in community colleges, colleges and universities all over the United States.

Interviews are best conducted in quiet, indoor locations with good lighting.

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\(^1\) If you are 17 and under, your parent/guardian will also have to sign the consent form you complete.
**Why:** At a time when students of color make up a higher percentage of college students than ever before, the need for a higher education faculty that reflect the growing diversity of the U.S. is a must.

Simultaneously, a generation of URM faculty trained in the 1960s and 1970s are nearing the ends of their careers as professors. The insights and wisdom of these faculty should not be lost to future generations simply because they are no longer in the classroom. The IFF Initiative is one way to preserve the stories of their paths to and careers in professoriate.

**How:** Contact the professor you want to interview to request the interview and to arrange an appointment. To provide information about the IFF Initiative, send or give the URM professor you want to interview the Letter of Introduction located in Appendix 2. If you’re having trouble finding someone to interview, consult Appendix 1 for strategies that can help. You will need 30-45 minutes for a basic interview. The interview might run longer depending on your interview style and the length of responses your interviewee gives you. Even if your interview runs long (which means you’re having a great conversation!), **the video recording you submit to the IFF Initiative should not be more than 45 minutes.**

After you have confirmed the interview, send or give the Biographical Data Form (Appendix 3) to the interviewee. Additionally, you, as the interviewer, should complete the Pre-Interview Questionnaire (Appendix 5). This survey will help the IFF to understand your level of knowledge about careers in the professoriate prior to the interview.

Next, sit down with the professor to conduct a video-recorded interview about their path to the professoriate. You can use the questions in Appendix 4 of this Field Kit to conduct your interview, or develop questions of your own if you prefer, as long as they focus on your interviewee’s path to the professoriate. **Be sure to have the professor you are interviewing execute the Release Form (Appendix 7) so that the interview can be made available online through the IFF Initiative website. You will also need to submit an executed Release Form (Appendix 8) for yourself and any partner who conducts the interview with you, including the videographer.**

For best quality, enlist a partner to videotape the interview, or use a tripod. That will allow the interviewer to listen closely to the professor being interviewed and to focus on conducting a great interview. Make sure you have a quiet space to conduct the interview so that responses are easy to hear, and for best visibility, ensure there is no light *behind* the person you are videoing, like a window or desk lamp.

Once you have recorded your interview, submit the SIM card from the camera, along with all of your consent forms, release form, biographical information sheet and surveys, to:

Dr. Veronica Watson  
Indiana University of Pennsylvania  
Humanities and Social Sciences Building, 506A  
981 Grant St  
Indiana, PA 15705
The IFF Field Kit continues on the next page with the REQUIRED Informed Consent Form. It must be completed and returned as part of your submission to the IFF Initiative.

Following that form are details on how to prepare for the interview, how to participate, interview questions, how to submit, and which forms are required for submission.

If you have questions, contact Dr. Shavonne Shorter at sshorter@bloomu.edu or Dr. Veronica Watson at veronica.watson@iup.edu.
Informed Consent Form

You are invited to participate in this initiative. The following information is provided in order to help you to make an informed decision whether or not to participate. If you have any questions please do not hesitate to ask. You are eligible to participate because you are an undergraduate or graduate student in a college or university in the United States.

The IFF is a national video campaign designed to increase the interest of students of color in the professoriate. This is accomplished by having underrepresented minority (URM) undergraduate and graduate students interview URM faculty at their university about their paths to the professoriate. The goal is to close the knowledge gap about the professoriate as a career path among students of color by facilitating personal interactions between URM faculty and students.

Participation in this project will require approximately 90-120 minutes of your time, including interview time. Participation or non-participation is completely optional. First you will complete a pre-interview questionnaire consisting of 10-20 multiple-choice questions. Next you will request and conduct an interview with a professor from a historically underrepresented group (African American, Hispanic, Native American/Alaska Native) at your university. You will need to get consent forms signed from all interview participants. Finally, when submitting the interview to the IFF Initiative, you will be asked to complete a post-interview questionnaire consisting of 10-20 multiple-choice questions.

Your participation in this project is voluntary. You are free to decide not to participate in the IFF Initiative or to withdraw at any time without adversely affecting your relationship with the investigators or IUP. Your decision will not result in any loss of benefits to which you are otherwise entitled. You may withdraw at any time by notifying the Project Lead. Upon your request to withdraw, all information pertaining to you and/or your interview will be destroyed.

Video recorded interviews with all necessary consent forms on file will be made available on the IFF Initiative website. Results from data analysis of questionnaires may be published in academic journals or presented at scholarly and professional meetings, but your identity will be kept confidential.

If you are willing to participate, please sign the Informed Consent Form below and include it in your submission to the IFF Initiative.

ACCEPTED AND AGREED:

Student Signature ___________________________ Date ________________

Printed Name ______________________________________________________

Address ___________________________________________________________________

City ___________________________ State _______________ ZIP _____________

Telephone (____) ________________ Email _____________________________

Only student interviewers who have submitted the Informed Consent, video, Release Forms and completed both the pre- and post-interview questionnaires will be eligible for recognition prizes. Signed Informed Consent Forms may be mailed to the address below or scanned and submitted as a PDF to the email address below. Only student interviewers who have submitted the Informed Consent, video, Release Forms and completed both the pre- and post-interview questionnaires will be eligible for recognition prizes.
FDI Collaborative Convener:
Dr. Veronica Watson
Department of English
Indiana University of Pennsylvania
981 Grant Street, HSS Building 506A
Indiana, PA 15705
Phone: 724-357-4072
frederickdouglassinstitute@gmail.com

This project has been approved by the Indiana University of Pennsylvania Institutional Review Board for the Protection of Human Subjects (Phone: 724-357-7730).
Informed Consent Form for Parents and Informed Assent Form for Minors
(To be completed by a parent or guardian if the interviewer is 17 years of age or younger)

Your child is invited to participate in this initiative. The following information is provided in order to help you to make an informed decision whether or not to allow your child to participate. If you have any questions please do not hesitate to ask. Your child is eligible to participate because she/he is an undergraduate or graduate student in a college or university in the United States.

The IFF is a national video campaign designed to increase the interest of students of color in the professoriate. This is accomplished by having underrepresented minority (URM) undergraduate and graduate students interview URM faculty at their university about their paths to the professoriate. The goal is to close the knowledge gap about the professoriate as a career path among students of color by facilitating personal interactions between URM faculty and students.

Participation in this project will require approximately 90-120 minutes of your child's time, including interview time. Participation or non-participation is completely optional. First your child will complete a pre-interview questionnaire consisting of 10-20 multiple-choice and short answer questions. Next your child will request and conduct an interview with a professor from a historically underrepresented group (African American, Hispanic, Native American/Alaska Native) at their university. Your child will need to get release forms signed from all interview participants. As their parent/guardian, you will also need to sign their release form. Finally, when submitting the interview to the IFF Initiative, your child will be asked to complete a post-interview questionnaire consisting of 10-20 multiple-choice questions.

Your child’s participation in this project is voluntary. He/she is free to decide not to participate in the IFF Initiative or to withdraw at any time without adversely affecting their relationship with the investigators or IUP. Your child’s decision will not result in any loss of benefits to which she/he is otherwise entitled. Your child may withdraw at any time by notifying the Project Lead. Upon your child’s request to withdraw, all information pertaining to him/her and/or their interview will be destroyed.

Video recorded interviews with all necessary consent and release forms on file will be made available on the IFF Initiative website. Results from data analysis of questionnaires may be published in academic journals or presented at scholarly and professional meetings, but your child’s identity will be kept confidential.

If you are willing to have your child participate, please have both the student conducting the interview AND the parent/guardian sign below.

ACCEPTED AND AGREED:

Student Signature ___________________________ Date _____________

Printed Name _________________________________

Address _______________________________________

City __________________________ State ___________ ZIP ___________

Telephone (__) ___________________________ Email ___________________________

Signature of Parent or Guardian ___________________________ Date _____________

Printed Name of Parent or Guardian _______________________________
Signed Informed Consent Forms may be mailed to the address below or scanned and submitted as a PDF to the email address below. Only student interviewers who have submitted the Informed Consent, video, Release Forms and completed both the pre- and post-interview questionnaires will be eligible for recognition prizes.

FDI Collaborative Convener:
Dr. Veronica Watson
Professor
Department of English
Indiana University of Pennsylvania
421 North Walk, 110 Leonard Hall
Indiana, PA 15705
Phone: 724-357-4072
frederickdouglassinstitute@gmail.com

This project has been approved by the Indiana University of Pennsylvania Institutional Review Board for the Protection of Human Subjects (Phone: 724/357-7730).
PREPARING FOR THE INTERVIEW

Step 1

- **Read** this entire Field Kit to become familiar with the process and requirements.
- **Complete** the Release Form (Appendix 7) for yourself. Anyone assisting you with your interview will also need to complete a Release Form.
- **Complete** the Pre-interview Questionnaire (Appendix 5).
- **View** the How to Film Videos Wiki at http://www.wikihow.com/Film-Interviews.
- **Select or create** the interview questions you want to use during your interview.

Step 2

- If possible, consider collaborating with other individuals or offices to make your interview as polished as possible. The IFF Initiative encourages a 2-person team conduct interviews, with one person being responsible for operating the video equipment.
- **Request an interview** with an URM professor. For suggestions on finding URM faculty at your university, see the Tips for Locating a URM Professor (Appendix 1). Most interviews will take 30-45 minutes. Give them the “Letter of Introduction” (Appendix 2) to share information about the IFF Initiative and answer many of the questions they may have.
- **Determine** a time and location for the interview once it is granted. Make sure the space is well lit and quiet. Some locations to consider would be the professor's office, conference rooms, media rooms, library spaces and classrooms.
- **Request** the professor complete a hard copy of the Biographical Data Form (Appendix 3) and Release Form (Appendix 7). Have them complete both forms prior to the interview.
- **Confirm** your interview time in an email and make sure it is on your calendar. **Send** a reminder to the professor a day or two before the interview.
- **Familiarize** yourself with the interview questions you want to use during your interview. You want to be able to make eye contact and listen closely to your interviewee on the day you meet.
- **Familiarize** yourself with the recording equipment you plan to use for the interview. If you have a partner who will be recording the interview for you, make sure that person knows how to operate the recording equipment.

Step 3: On the Day of the Interview

- **Collect** the completed Biographical Data Form (Appendix 3) and Release Form (Appendix 7) from your interviewee. If they are not ready, have your interviewee complete them before the start of the interview. (You can save time on the day of the interview if you meet with your interviewee in advance to review/collection the information and consent forms.) **Video interviews cannot be made available on the IFF Initiative website without all release forms being on file with the IFF Initiative.**
- If you are conducting the interview in a faculty member’s office, ask if all electronic devices, (including yours), can be turned off during the interview. Also ask if a “Please Do Not Disturb: Interview in Progress” sign, which you should create, can be hung on the door.
- **Test** the recording equipment for sound and picture quality before you begin the interview.

If requested, you can share a copy of your preliminary interview topics or questions. Having a sense of your topics/questions can help the interviewee by allowing him/her to think through their answers before the interview is recorded.
The IFF Initiative is seeking to collect stories about why and when URM professors make the choice to pursue faculty careers, why they continue in the profession, and how they made the decision to pursue it as a career. We are also interested in you building meaningful connections with URM faculty as you discover information about the life of and path to the professoriate.

Appendix 4 provides a range of possible questions you might ask during the interview. You can also develop your own interview questions as long as they are on topic. To avoid potential liability that would necessitate the interview being omitted from the IFF archive, it’s probably best to avoid soliciting specific information (such as names of graduate programs or universities where previously employed) on camera.

The best interview you can hope for is one that becomes a conversation, where your questions emerge from you closely listening to your interviewee. If you start from a list of topics you hope to cover rather than a list of questions, you’re more likely to achieve an interview that others will want to watch again and again!

While you want to avoid treating your interviewee like a defendant on the witness stand and peppering them with questions, you also want to avoid letting the interview proceed only through unscripted conversation or chit chat. Remember, your job as the interviewer is to steer or direct the conversation so that you get responses to the topics you want to cover. You want to provide that direction as gently and unobtrusively as possible, largely by asking follow up questions that are related or seem to follow logically from what your interviewee has been saying.

**Getting Started**

Be sure to check your equipment to ensure it is in good working order and is fully charged. If possible, have a power cord and battery available on the day of your interview.

The camera should be stationary on a tripod, if at all possible. In most cases this creates the best quality video for viewing a 20-30 minute interview. Make sure the camera is positioned to get the best image of the interviewee as well as the best sound quality you can get. Using an external microphone can greatly aid sound quality.

The camera should remain focused on the interviewee for most of the interview, even when the interviewer is asking a question. Be sure to check the camera periodically for focus and to make sure the interviewee is still centered in the frame.

**As you begin the interview, record an introduction that identifies:**

- The first and last name of you, the interviewer;
- The first and last name the person you are interviewing, the interviewee;
- The date and location (name and state of university, or general location such as “home of Dr. X”) of the interview.
Location, Location, Location!
For the interview, be sure you have selected a quiet space with good lighting. We recommend that one person conduct the interview and another be responsible for setting up and monitoring the recording equipment. Try to minimize distractions as much as possible: silence cell phones, turn off ringers on office telephone, and put a sign on the door (with permission) indicating an interview is in session.
**SUBMITTING THE INTERVIEW VIDEO**

**Review** - Your materials will be reviewed to ensure they contain no inappropriate or sensitive information. Videos found to contain such material may be edited to omit such material, or they may not be made available in the IFF video archive.

**Submit** - Once you have recorded your interview, submit the SIM card from the camera, or a thumb drive with the video, along with all of your consent forms, biographical information form, and surveys to:  
Dr. Veronica Watson  
Indiana University of Pennsylvania  
Humanities and Social Sciences Building, 506A  
981 Grant St  
Indiana, PA 15705

Once your materials are received, the IFF Initiative will check to see that your submission is complete. The submission will go through a review process that may take up to two months. If you have not heard from the IFF Initiative within 3 weeks of mailing your interview materials, please contact us at frederickdouglassinstitute@gmail.com to confirm that we have received your materials.

**PLEASE KEEP A COPY OF ALL YOUR INTERVIEW MATERIALS UNTIL THE IFF CONTACTS YOU TO CONFIRM THAT THE REVIEW HAS BEEN COMPLETED. This will ensure that your interview will not need to be repeated in case the original materials are lost or the digital data is corrupted.**

**Acknowledgement** – Receipt of your materials will be acknowledged via email within 4-6 weeks. If required information or release forms are missing, the interviewer will be notified. Video interviews cannot be made available on the IFF Initiative website without all consent and release forms being on file.
APPENDIX 1

TIPS FOR LOCATING URM PROFESSORS AT YOUR UNIVERSITY

When you decide you want to conduct an IFF interview, you will probably have someone in mind to interview. But if not, here are some ways to find an URM professor to ask for an interview.

1) **Start close to home.** The first place to consider looking for an URM faculty member to interview is in the department where you are majoring or minoring. Securing an interview with a URM faculty member in areas you are most interested in will give you a greater understanding of career options in your field.

2) **Interview URM professors you already know.** If you already have come to know a URM professor, consider asking that person for an interview. Interviewing a URM professor with whom you have a connection may allow you to deepen the relationship, cultivating a supporter who can write letters of recommendation for you or suggest opportunities for you to pursue while in college.

3) **Approach URM professors in your school or college.** No URM faculty in your department? Expand your circle of consideration to faculty in related fields. There is often significant overlap in job duties, expectations, work loads, etc., among faculty in closely related disciplines (for instance, faculty members in chemistry and biology, though quite different sciences, will have many similarities in what they do as professors). So if there are no URM faculty in your immediate department others in your school or college are great candidates!

4) **Ask URM professors for a referral.** If the URM faculty you know have already been interviewed, ask them if they would recommend another URM professor at your university for you to interview. If they have a recommendation, ask if they would provide an email introduction to the URM professor so that you can follow up more easily.

5) **Contact a Diversity Office.** If you’re still struggling to come up with a URM professor to interview, check to see if your university has an administrative officer or office focused on campus diversity. That person or office may be able to provide a list of URM faculty at your school.
Greetings Dear Faculty Member,

You are receiving this letter because a student is interested in interviewing you as a part of the Inclusive Future Faculty (IFF) Initiative. Please read further to learn more about the initiative and its goals.

Statistics show that Underrepresented Minority (URM-Black, Latina/o, Native American/ Alaska Native) professors constitute approximately 6%, 4%, and 1%, respectively of the entire faculty across the U.S. (National Center for Educational Statistics, 2014). These unsettling figures speak to a larger issue within higher education, the surprisingly modest amount of racial and ethnic diversity in the professoriate. Yet, the pathway to the professoriate for students of color is anemic and not expanding. Reasons for this may be tied to URM students’ negative conceptions of academic careers.

The IFF Initiative creates opportunities for you to serve as a career ambassador. In this role you will help to correct misperceptions about the professoriate and provide vital information about the benefits of teaching and research at the university level. Our research suggests that the sharing of stories of faculty of color coupled with the establishment of personal contacts between faculty and students of color can serve to correct misconceptions about the profession that prevent URM students from pursuing careers in higher education, especially as faculty (Shorter, 2014). Your participation in the IFF Initiative will help to introduce URM students to careers in the professoriate.

Your 30-45 minute interview will be video recorded. The goal of the IFF Initiative is to make these interviews accessible as part of an online, searchable database that is available for use by the general public. We hope that it will also be used as a teaching tool in secondary and post-secondary classrooms. Additionally, your interview could possibly be excerpted as a part of televised and web based public service announcements that encourage URM students to consider careers in the professoriate.

We sincerely hope that you will allow this student to interview you. Your story could encourage someone to consider a faculty career who might not otherwise have given it consideration. If you agree to have your video made available as described above, please sign the Release Form and complete the Biographical Data Form and return both to your student interviewer.

If you have any additional questions about the IFF, please contact Dr. Shavonne Shorter at (570) 389-5423/sshorter@bloomu.edu, or Dr. Veronica Watson at (724) 357-4072/veronica.watson@iup.edu.

Sincerely,
The IFF Initiative
APPENDIX 3

BIOGRAPHICAL DATA FORM
for Interviewee

Name__________________________________________

Institution(s) Where Currently Employed__________________________________________

__________________________________________

University Mailing Address (or personal mailing address if preferred)__________________________

__________________________________________

Telephone ( )______________________________ Email_____________________________________

Race/Ethnicity_________________________________ Male☐ Female☐

Though you are not required to do so, providing this information will help researchers using the archive, provide requested information to funders, and ensure our archive accurately reflects the races and ethnicities of all who participated in the IFF Initiative.

Current Rank/Position:

Adjunct/Temporary Post-Doc Assistant Prof Associate Prof Professor

Length of Time with Current Employer 0-6 years 7-14 years 15+ years

How Many Years Have You Taught at College/University Level? 0-6 years 7-14 years 15+ years

University Where Terminal Degree Was Earned (Name of University, City, State)

__________________________________________

Discipline/Field of Degree:_____________________________________

Year Degree Conferred:__________

Highest Degree Earned: MA MFA EdD PhD MD JD

Other careers/jobs you have held for significant periods of your professional life (optional)

__________________________________________

__________________________________________

__________________________________________
APPENDIX 4

INTERVIEW QUESTIONS

It is the interviewer's job to make the professor feel comfortable and to be a good listener. Each interview session will be unique. The following is an outline (not a script) to help the interviewer guide the professor through the conversation. Tailor the questions you ask to reflect your own style and interests within the broader topic of the professional choices and lives of URM professors.

RECORD AN INTRO TO YOUR INTERVIEW by reading the following script on camera before the interview begins. Be sure to fill in the correct information in the blank spaces of the script as you read the intro.

This is (YOUR NAME). I attend (NAME OF COLLEGE/UNIVERSITY). I am interviewing (FULL NAME OF PROFESSOR) on (DATE OF INTERVIEW) at (LOCATION OF INTERVIEW, INCLUDING CITY AND STATE). This interview is being recorded as part of the Inclusive Future Faculty Initiative sponsored by the Frederick Douglass Institute Collaborative of Pennsylvania’s State System of Higher Education. The interview is being recorded on (TYPE OF VIDEO EQUIPMENT BEING USED-BE AS SPECIFIC AS POSSIBLE).

*The IFF Initiative encourages all interviewers to ask the questions in bold as part of their recorded interview.

Opening Questions
1. *What is your full name?
2. What is your department, rank and at what university are you currently employed?
3. How long have you worked at this university?
4. How long have you been employed as a professor?

Questions about Their Pathway to the Professoriate
5. What made you decide to go to graduate school to pursue a terminal degree?
   a. How would you describe your graduate school experience?
6. How did you choose the field you wanted to go into?
7. At what point did you decide to become a professor?
8. What college or graduate school experiences contributed to you deciding to become a professor?
9. Why did you choose to become a professor?

Life as a Professor
10. What are your responsibilities as a faculty member?
    a. What is a day in the life of a professor like?
11. What would you describe as some of the benefits of being a professor?
    a. What is your favorite part of the job?
    b. What is your least favorite part of the job?
12. What are some of the challenges of being a professor?
    a. How do you overcome these?
13. What is your area of research? What are you passionate about in terms of research?
    a. Are you currently working on any research projects? If so, describe it/them.
14. How do professors get promoted or advance in their careers at this institution?
    a. How do you define success in this profession?
15. Why do you think that there are so many misconceptions surrounding the professoriate?
   a. Would you like to offer your opinion on any of these misconceptions?

Closing Questions
16. Do you think it’s important for more underrepresented minorities to become professors?
   a. Why or why not?
17. Is there anything I did not ask that you would like to add?

Follow-Up Interview Questions (at discretion of interviewer & professor, conducted off-camera)
18. Where did you go to graduate school?
   a. How did you choose that school?
   b. Why did you choose that school?
19. What was required when you applied to graduate school?
   a. What part of the process made you most nervous?
20. What part of the process was most difficult for you?
   a. How did you overcome it?
21. Where would you suggest one go to gain current information on graduate programs in (fill in field)?
22. Do you think that there are particular barriers that URM students face as they make their way to the professoriate?
   a. If you experienced any of these, how did you overcome them?
23. How did you come up with your dissertation topic?
   a. What strategies did you use to create such a lengthy and in-depth document?
24. What one or two things you do you wish you had done or known before entering grad school?
25. What one or two things you do you wish you had done or known before becoming a professor?
26. What can I do to better prepare myself to be a good candidate for graduate school?
27. What can I do to better prepare myself if I am thinking about becoming a professor?

Be sure to thank your interviewee at the conclusion of your interview!
## APPENDIX 5

### PRE-INTERVIEW QUESTIONNAIRE

for Interviewers

Name: ______________________________________________

University: ______________________________________________

Please share your Age: 17 and under  18-21  22-25  26-35  36-49  50 and above.

1) What year are you in? (Circle)
   - Freshman
   - Sophomore
   - Junior
   - Senior
   - Graduate student

2) What career are you currently in/thinking about pursuing? ________________________________

3) What is your major program of study? ________________________________________________

*Please circle ONE response to each of the following questions:*

4) How knowledgeable are you about what professors do?
   a. Not at all knowledgeable
   b. Not very knowledgeable
   c. Somewhat knowledgeable
   d. Knowledgeable
   e. Very knowledgeable

5) Do you think professors have an interesting job?
   a. No, not at all
   b. Not really
   c. Somewhat interesting
   d. Interesting
   e. Very interesting

6) How knowledgeable are you about what education/training is required to become a professor?
   a. Not at all knowledgeable
   b. Not very knowledgeable
   c. Somewhat knowledgeable
   d. Knowledgeable
   e. Very knowledgeable

7) Do you think it’s important for more underrepresented minorities to become professors?
   a. No, not at all
   b. It is not very important
   c. It is somewhat important
   d. It is important
   e. It is very important
8) Do you currently have an interest in going to graduate school?
   a. Yes
   b. No
   c. Maybe
   d. I am in graduate school

9) Do you currently have an interest in teaching at the college or university level?
   a. Yes
   b. No
   c. Maybe
   d. I don’t know

10) Do you have an interest in conducting research at the college or university level?
    a. Yes
    b. No
    c. Maybe
    d. I don’t know

11) Do you have any mentors or role models who teach in colleges or universities?
    a. Yes
    b. No

12) Do you have any mentors or role models who conduct research at colleges or universities?
    a. Yes
    b. No

13) Why are you getting involved with the IFF Initiative?
    a. Friend or student organization recommended it
    b. Class assignment
    c. Wanted to interview a URM professor I know
    d. Wanted to get to know a URM professor
    e. Wanted to find out more about being a professor
    f. Other (please specify):

13) How did you learn about the IFF Initiative? (Circle all that apply)
    a. Friend or student organization informed me
    b. Faculty member or teacher informed me
    c. Website or Facebook page
    d. Twitter, Instagram, Snapchat, or other social media platform
    e. Other (please specify):
APPENDIX 6

POST-INTERVIEW QUESTIONNAIRE
for Interviewers

Name: ________________________________

University: __________________________

Please answer the following short answer questions below.

About the Interview
1) Name of the person you interviewed: _______________________________________

2) What comments, themes, or insights into the faculty profession stand out in your memory from the interview?

3) What interested or surprised you from the interview about the professional life of a professor?

4) What interested or surprised you from the interview about why the professor you interviewed pursued a career as a professor?

Please circle ONE response to each of the questions below.
5) As a result of conducting your interview, how knowledgeable do you feel about what professors do?
   a. Not at all knowledgeable
   b. Not very knowledgeable
   c. Somewhat knowledgeable
   d. Knowledgeable
   e. Very knowledgeable

6) As a result of conducting your interview, how knowledgeable do you feel about what education/training is required to become a professor?
   a. Not at all knowledgeable
   b. Not very knowledgeable
   c. Somewhat knowledgeable
   d. Knowledgeable
   e. Very knowledgeable
7) As a result of conducting your interview, your desire to go to graduate school has:
   a. Increased
   b. Decreased
   c. Stayed the same
   d. I am in graduate school

8) As a result of conducting your interview, your desire to become a professor has:
   a. Increased
   b. Decreased
   c. Stayed the same

9) As a result of conducting your interview, do you think it’s important for more underrepresented minorities to become professors?
   a. No, not at all
   b. It is not very important
   c. It is somewhat important
   d. It is important
   e. It is very important

10) Did you know the professor you interviewed before the interview?
    a. Yes
    b. No

11) Have you been in contact with the professor you interviewed since the interview?
    a. Yes
    b. No

12) Did you use any of the off-camera questions provided in the Field Kit?
    a. Yes (Please specify which ones you used)
    b. No

13) How long was the interview you conducted (including off-camera questions)?
    a. Less than 30 minutes
    b. 30-45 minutes
    c. 45-90 minutes
    d. More than 90 minutes

About the IFF Initiative Field Kit and Support
14) Were the Field Kit instructions easy to understand?
    a. Yes
    b. No

15) Was there any information or instructions missing from the Field Kit that would have made your interview go more smoothly?
    a. Yes (Please specify what was missing)
    b. No
16) On a scale where 1 is very difficult and 5 is very easy, please rate how easy or difficult were each of the following:
   a. Location potential interviewees? 1 2 3 4 5
   b. Scheduling the interview? 1 2 3 4 5
   c. Locating a camera to use for the interview? 1 2 3 4 5
   d. Recording the interview? 1 2 3 4 5
   e. Completing the pre- and post-survey questions? 1 2 3 4 5

**Final Reflections**

17) Have you, or would you, recommend to your friends that they should participate in the IFF Initiative?
   a. Yes
   b. No

18) In a few words please share why you selected your answer.

19) What other information would you like the IFF Initiative to know about your interview experience.
APPENDIX 7

RELEASE FORM

TO BE COMPLETED BY PERSON BEING INTERVIEWED

I, ____________________________________________, on the faculty at ________________________________, am a participant in the IFF Initiative (hereinafter “IFF”) of the Frederick Douglass Institute Collaborative. I understand that the purpose of the IFF is to collect video-recorded interviews of underrepresented minority (URM) faculty in the U.S. that will be available on the IFF Initiative website. These interviews will document the path to the professoriate for URM faculty and will serve as a scholarly and educational resource for the general public.

I understand that my interview, statements, name, image, likeness, and voice (“My Interview”), may be part of a video database that will be accessible online. I further understand that parts of My Interview, including my image and words, may be used as part of public service announcements designed to increase URM student interest in pursuing faculty careers.

I hereby grant to the Pennsylvania State System of Higher Education, which operates the Frederick Douglass Institute Collaborative, ownership of My Interview. Additionally, I hereby grant to the Pennsylvania State System of Higher Education, at no cost, the perpetual, nonexclusive, transferable, worldwide right to use, reproduce, transmit, display, perform, prepare derivative works from, edit, destroy, and distribute My Interview in any medium and for any purpose. By giving this permission, I understand that I retain any copyright and related rights that I may hold. I waive any right to inspect or approve use of My Interview by the Frederick Douglass Institute Collaborative. I release the Pennsylvania State System of Higher Education, its employees, students, assignees and designees from any and all claims and demands arising out of or in connection with the use of My Interview, including but not limited to any claims for copyright infringement, defamation, invasion of privacy, or right of publicity.

ACCEPTED AND AGREED:

Signature __________________________________________ Date ____________

Printed Name __________________________________________

Address __________________________________________

City__________________________ State_________ ZIP ____________

Telephone ( ________ ) _____________________ Email _________________________
APPENDIX 8

RELEASE FORM
TO BE COMPLETED BY ALL INTERVIEWERS

I, __________________________________________, a student at ____________________________, am a participant in the IFF Initiative (hereinafter “IFF”) of the Frederick Douglass Institute Collaborative. I understand that the purpose of the IFF is to collect video-recorded interviews of underrepresented minority (URM) faculty in the U.S. that will be available on the IFF Initiative website. These interviews will document the path to the professoriate for URM faculty and will serve as a scholarly and educational resource for the general public.

I understand that my interview, statements, name, image, likeness, and voice (“My Interview”), may be part of a video database that will be accessible online. I further understand that parts of My Interview, including my image and words, may be used as part of public service announcements designed to increase URM student interest in pursuing faculty careers.

I hereby grant to the Pennsylvania State System of Higher Education, which operates the Frederick Douglass Institute Collaborative, ownership of My Interview. Additionally, I hereby grant to the Pennsylvania State System of Higher Education, at no cost, the perpetual, nonexclusive, transferable, worldwide right to use, reproduce, transmit, display, perform, prepare derivative works from, edit, destroy, and distribute My Interview in any medium and for any purpose. By giving this permission, I understand that I retain any copyright and related rights that I may hold. I waive any right to inspect or approve use of My Interview by the Frederick Douglass Institute Collaborative. I release the Pennsylvania State System of Higher Education, its employees, students, assignees and designees from any and all claims and demands arising out of or in connection with the use of My Interview, including but not limited to any claims for copyright infringement, defamation, invasion of privacy, or right of publicity.

ACCEPTED AND AGREED:

Signature __________________________________________ Date ______________

Printed Name __________________________________________________________________________

Address _____________________________________________________________

City__________________________ State______ ZIP ______________

Telephone ( ________ ) _____________________ Email __________________________

For interviewers who are 17 or under:

Signature of Parent or Guardian __________________________________________ Date ______________

Printed Name of Parent or Guardian __________________________________________________________________________

Address____________________________________________________________________________________________

City__________________________ State______ ZIP ______________

Telephone ( ________ ) _____________________ Email __________________________