

1 **Recruitment of TENURE-TRACK/TENURED Faculty**

2 (Senate: 8/10/71, 11/15/77, 11/5/85, 10/17/89, 6/4/92, 3/11/03; President: 8/17/71, 11/21/77,  
3 12/19/85, 11/10/89, 7/11/92, 5/7/03; Editorial Amendment: 9/99, 9/00, 8/01)

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5 Recruitment should be based on explicit long-term (three- to five-year) plans developed on the  
6 basis of careful forecasting of curriculum developments for each department/division/school,  
7 projected changes in class size limits related to changes in content and methods of instruction in  
8 each class, changing needs for each offering, projected student/faculty ratios, projected FTES,  
9 and the Statement of Diversity and Inclusivity.

10 AN INTENSIVE EFFORT SHOULD BE MADE TO RECRUIT CANDIDATES FROM  
11 UNDERREPRESENTED GROUPS. Departments/divisions/schools shall be required to recruit  
12 faculty from a wide variety of ACADEMIC institutions in order to provide significant breadth of  
13 background and experience in each department/division/school. No more than 25 percent of a  
14 department's/division's/school's probationary and tenured faculty should have their highest  
15 academic degrees from any single institution. Before making a new appointment at variance with  
16 this limit, the dean of the college must be satisfied that serious and persistent factors beyond the  
17 department's/division's/school's control make the exception necessary. Such factors would  
18 include, but not be limited to the consideration of the Statement of Diversity and Inclusivity.

19 Each college\* AND THE LIBRARY shall strive to maintain a ratio of full-time TENURE-  
20 TRACK/TENURED to part-time LECTURER faculty sufficient to ensure that activities  
21 requiring full-time TENURE-TRACK/TENURED faculty are adequately staffed. S WHEN  
22 ACCREDITING AGENCIES SPECIFY A PARTICULAR RATIO OF TENURE-  
23 TRACK/TENURED TO LECTURER FACULTY, specific limits on part-time LECTURER  
24 faculty should be recommended by each A department/division/school. and approved by the  
25 corresponding college, with due consideration given to the requirements of appropriate  
26 accrediting agencies.

27 Before recruitment for any position takes place, explicit and reasonable criteria for evaluating  
28 applicants shall be established in writing by departments/divisions/schools and shall be made  
29 available in the individual departments/divisions/schools and colleges.

30 Departments/divisions/schools may require additional professional training, vocational  
31 experience or education above and beyond the terminal degree. Departments/divisions/schools  
32 shall distinguish between required and desired criteria, and shall consider such factors as  
33 instructional ability, training, professional potential or achievement, research ability and quality  
34 of recommendations. All applicants for a position shall be judged by the same criteria.

35 The department/division/school shall develop the appropriate vacancy POSITION announcement  
36 AND OTHER RECRUITMENT DOCUMENTS, which shall be approved by the college dean or  
37 appropriate administrator AND THE VICE PRESIDENT OF FACULTY AFFAIRS after  
38 consultation with the Office for Equity and Diversity. The vacancy POSITION announcement  
39 must include the name of the specific terminal degree that is required for tenure and promotion if  
40 the possession of that degree is not a requirement for appointment.  
41 DEPARTMENTS/DIVISIONS/SCHOOLS MAY REQUIRE ADDITIONAL PROFESSIONAL

42 TRAINING, VOCATIONAL EXPERIENCE, OR EDUCATION ABOVE AND BEYOND THE  
43 TERMINAL DEGREE. DEPARTMENTS/DIVISIONS/SCHOOLS SHALL DISTINGUISH  
44 BETWEEN MINIMUM AND PREFERRED QUALIFICATIONS, AND SHALL CONSIDER  
45 SUCH FACTORS AS INSTRUCTIONAL ABILITY; TRAINING; PROFESSIONAL  
46 POTENTIAL OR ACHIEVEMENT; EVIDENCE OF RESEARCH, SCHOLARLY, AND/OR  
47 CREATIVE ACTIVITIES; AND QUALITY OF RECOMMENDATIONS. ALL APPLICANTS  
48 FOR A POSITION SHALL BE EVALUATED USING THE CRITERIA STATED IN THE  
49 POSITION ANNOUNCEMENT. (For information about equivalency statements, see the section  
50 of the Faculty Handbook entitled "Eligibility Criteria for Tenure and Promotion"). Vacancy  
51 POSITION announcements for tenure track positions shall be disseminated locally, regionally,  
52 and nationally.

53 DEPARTMENTS/DIVISIONS/SCHOOLS MAY CONSULT WITH THE OFFICE OF  
54 EQUITY, DIVERSITY, AND INCLUSION THROUGHOUT THE RECRUITMENT  
55 PROCESS.

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57 \*Wherever applicable, the term "college" includes the Library.

## **Recruitment of Tenure-Track/Tenured Faculty**

(Senate: 8/10/71, 11/15/77, 11/5/85, 10/17/89, 6/4/92, 3/11/03; President: 8/17/71, 11/21/77, 12/19/85, 11/10/89, 7/11/92, 5/7/03; Editorial Amendment: 9/99, 9/00, 8/01)

Recruitment should be based on explicit long-term (three- to five-year) plans developed on the basis of careful forecasting of curriculum developments for each department/division/school, projected changes in class size limits related to changes in content and methods of instruction in each class, changing needs for each offering, projected student/faculty ratios, projected FTES, and the Statement of Diversity and Inclusivity.

An intensive effort should be made to recruit candidates from underrepresented groups. Departments/divisions/schools shall be required to recruit faculty from a wide variety of academic institutions to provide significant breadth of background and experience in each department/division/school.

Each college and the Library shall strive to maintain a ratio of tenure-track/tenured to lecturer faculty sufficient to ensure that activities requiring tenure-track/tenured faculty are adequately staffed. When accrediting agencies specify a particular ratio of tenure-track/tenured to lecturer faculty, specific limits on lecturer faculty should be recommended by a department/division/school.

The department/division/school shall develop the position announcement and other recruitment documents, which shall be approved by the college dean and the vice president of Faculty Affairs. The position announcement must include the name of the specific terminal degree that is required for tenure and promotion if the possession of that degree is not a requirement for appointment. Departments/divisions/schools may require additional professional training, vocational experience, or education above and beyond the terminal degree. Departments/divisions/schools shall distinguish between minimum and preferred qualifications, and shall consider such factors as instructional ability; training; professional potential or achievement; evidence of research, scholarly, and/or creative activities; and quality of recommendations. All applicants for a position shall be evaluated using the criteria stated in the position announcement. Position announcements for tenure track positions shall be disseminated locally, regionally, and nationally.

Departments/divisions/schools may consult with the Office of Equity, Diversity, and Inclusion throughout the recruitment process.