

FORM 1: REQUEST TO RECRUIT FOR FACULTY APPOINTMENT

Requesting Departmental Information

School: _____

Date: _____

Department (s): _____

Contact: _____

Phone: _____

New Position: YES Replacement
(check one)

Faculty Status: TT Lecturer
Tenured
(check one)

Position Rank/Title: Assistant Full
Associate Open
(open - could be filled
by any title)

Discipline/Field: _____

Special

Anticipated Start
Date: _____

Responsibilities (eg.
Chair) _____

Appt. Months _____

Department Profile:

% T/TT=

FTL Entitled=

Total FTEF=

majors=

#FTES=

SFR=

Rationale for Position Allocation (new area, gaps in curriculum, etc.)

Status of Student Learning Assessment

Required Approvals:

Department Chair or

Director

Print Name

Signature

Date

Dean

Print Name

Signature

Date

Provost

Print Name

Signature

Date

COPY TO CHAIR, DEAN, and PROVOST

MEMORANDUM

TO: Dean
FROM: Dept/Program Chair
SUBJECT: Position Request for _____

- 1) How do the new positions address strategic objectives?

- 2) How does the request strengthen the major or move the program in a new direction? Will this lead to a signature program?

- 3) How do these new faculty positions connect with regional needs and the global environment?

- 4) How do these positions address the vision of an inclusive and diverse university (equity and inclusion plan)?

- 5) Does the department demonstrate significant work on assessing student learning and using the feedback to improve curriculum?

- 6) Special attention will be paid to programs that are under 70% tenured or have a larger proportion of FTES majors to UWR.