REQUEST FOR APPROVAL

Office of the Provost
Faculty/Academic Recruitment Justification

Department:

Position Title:

Funding Structure

Source Description (GO, Grants, Clinical, Service Op, etc.):

Anticipated Salary Range:

1. **Position Description and Need:** ([Address the specifics of the position – briefly describe responsibilities and impacts on programs, students, accreditation, teaching, research, service, and/or engagement.])

2. **Position Alignment to Department, College, and Campus Strategic Plans:** ([Address how the position fits into department, college, and campus strategic plans.])

3. **Position Funding Short-Term and Long-Term:** ([Provide information as to how the position will be funded in short term and long term – new rate, from existing or future open positions, grants, new revenues from position efforts, cost funding, etc.])
4. **Impacts if Position Not Hired:** *(What happens if position is not filled – can’t offer courses, will need to limit enrollments in a program, can’t develop new academic program, will affect accreditation requirements, loss of vital research capacity, can’t fulfill contract requirements, etc.)*

5. **Connection of Position with Broader Campus:** *(How will this position intersect with other areas of campus – provide information on current or planned efforts to promote collaboration and interdisciplinary activity.)*

6. **Recruiting a Diverse Applicant Pool:** *(The quality of the University workforce is enhanced through expansion of the applicant pool and by the inclusion in the workforce of persons with backgrounds previously underrepresented in the academic community. Provide information on current or planned efforts to recruit a diverse applicant pool for this position.)*