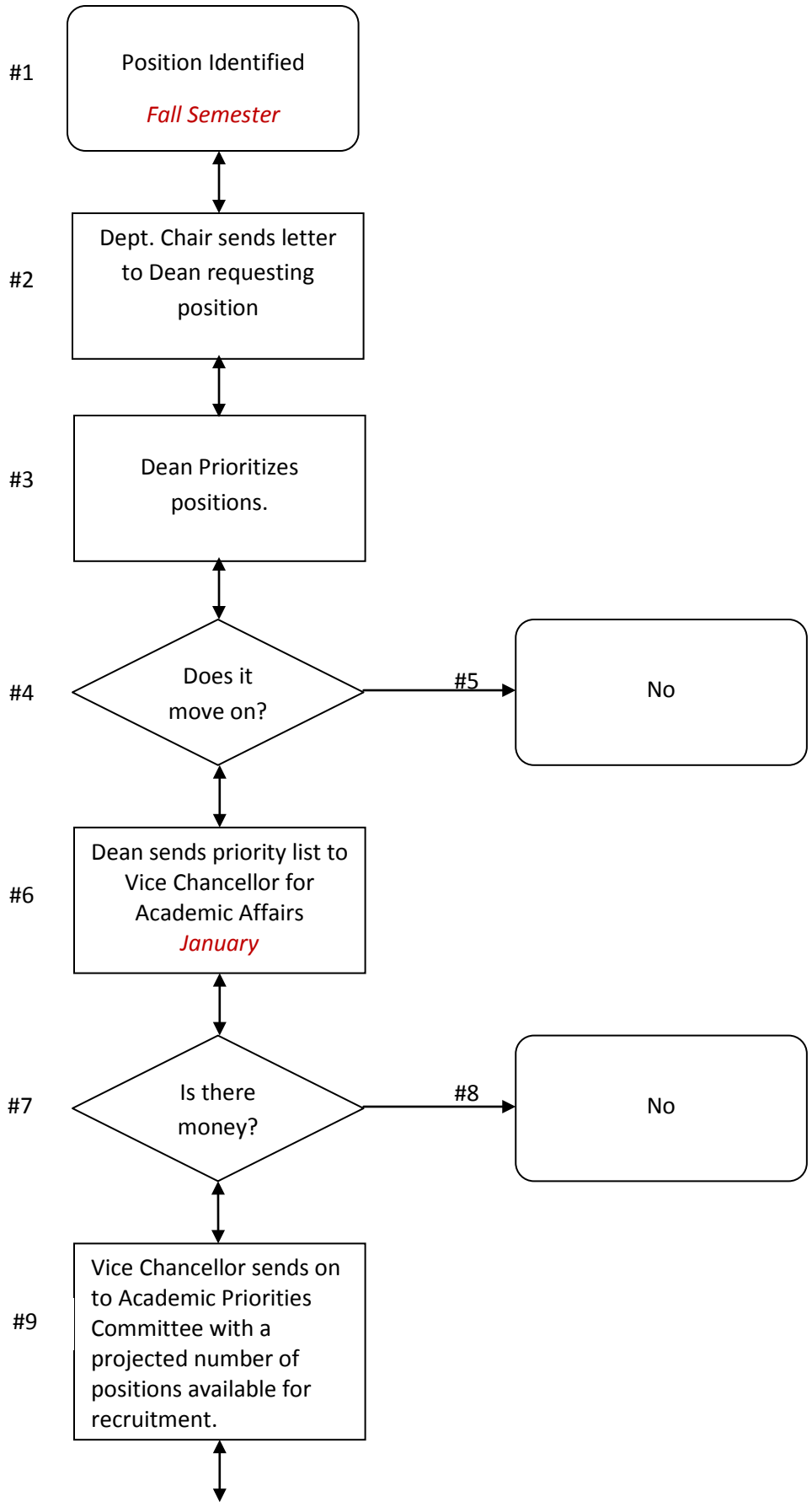
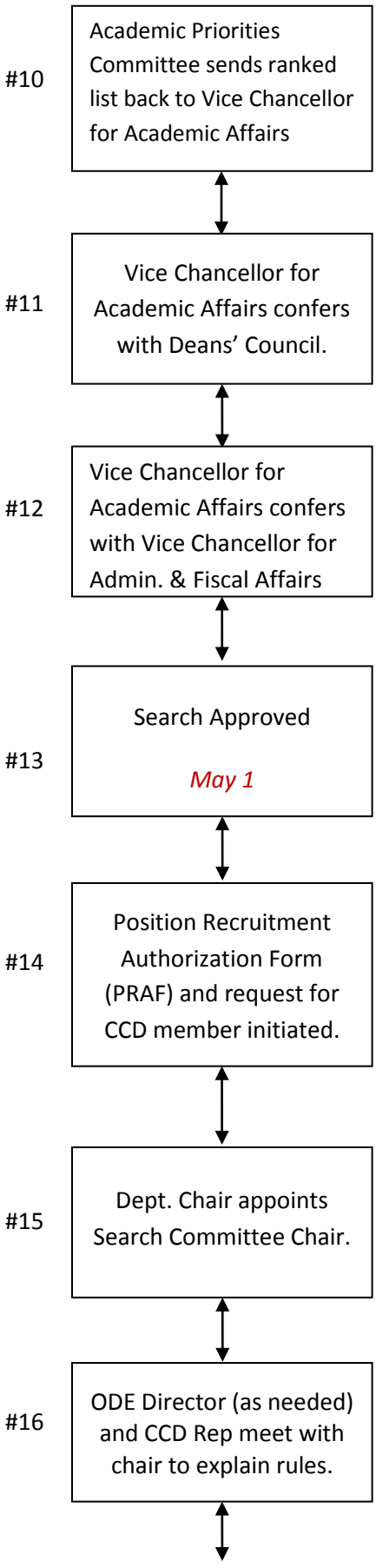
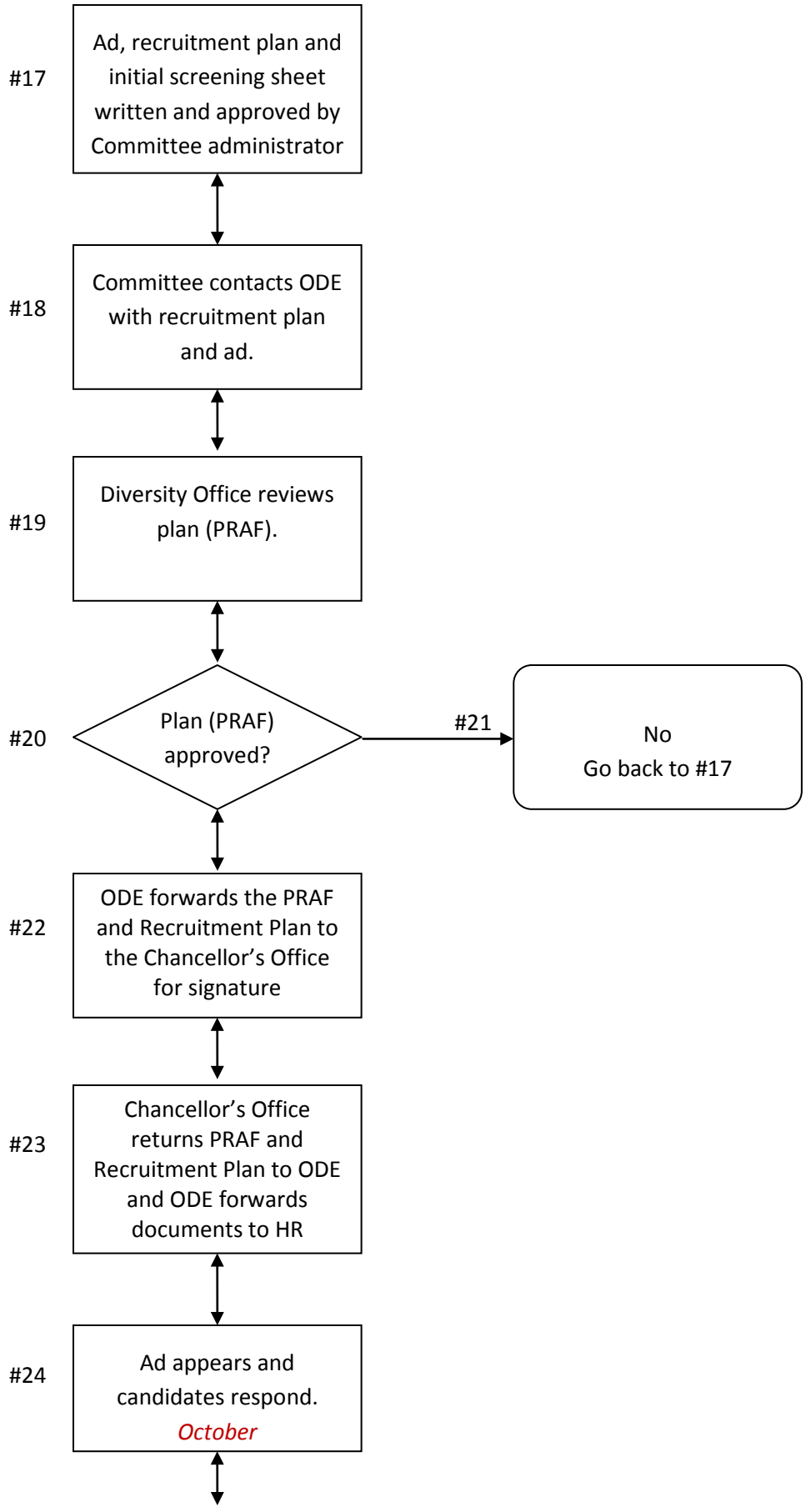
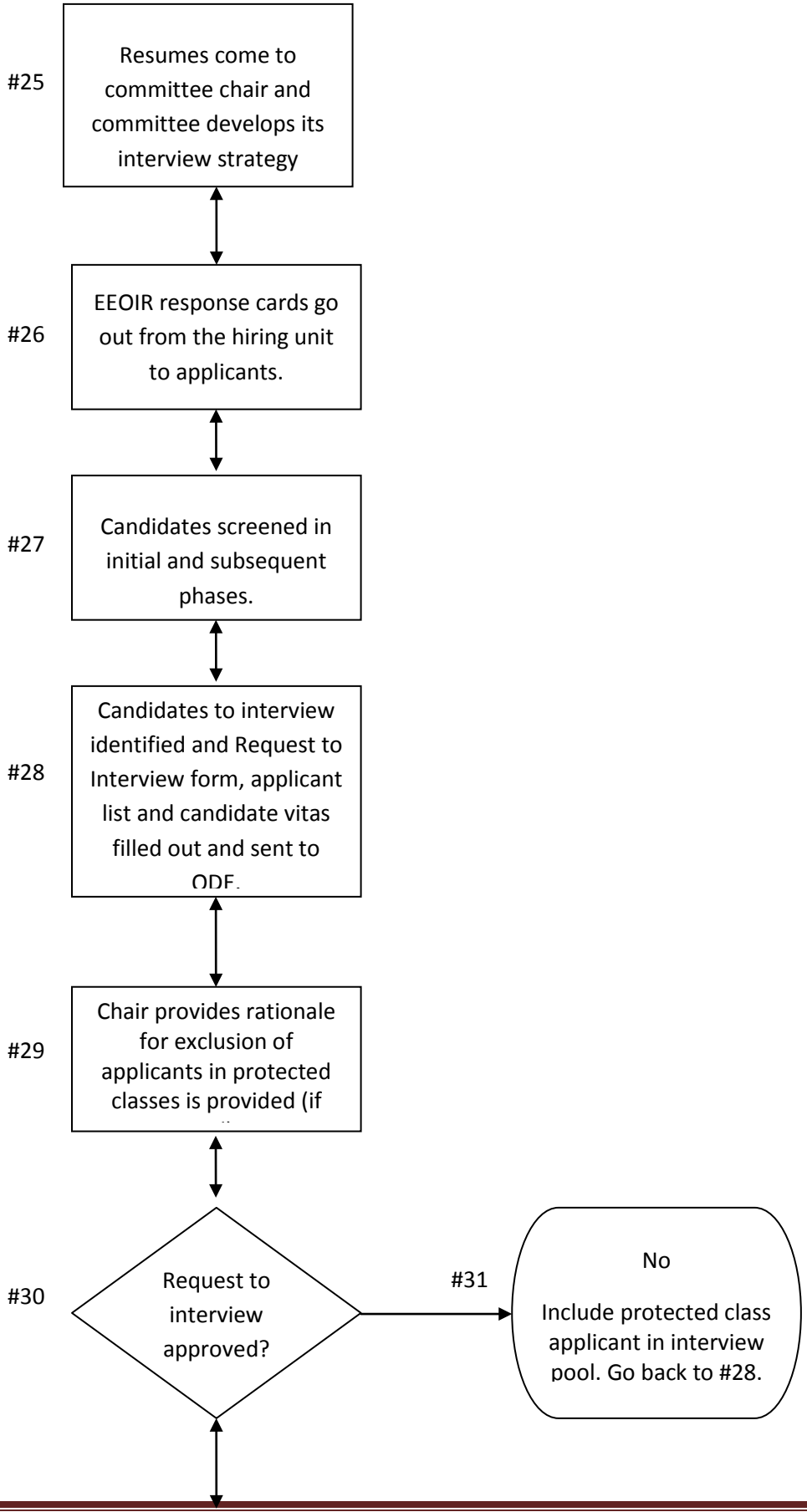
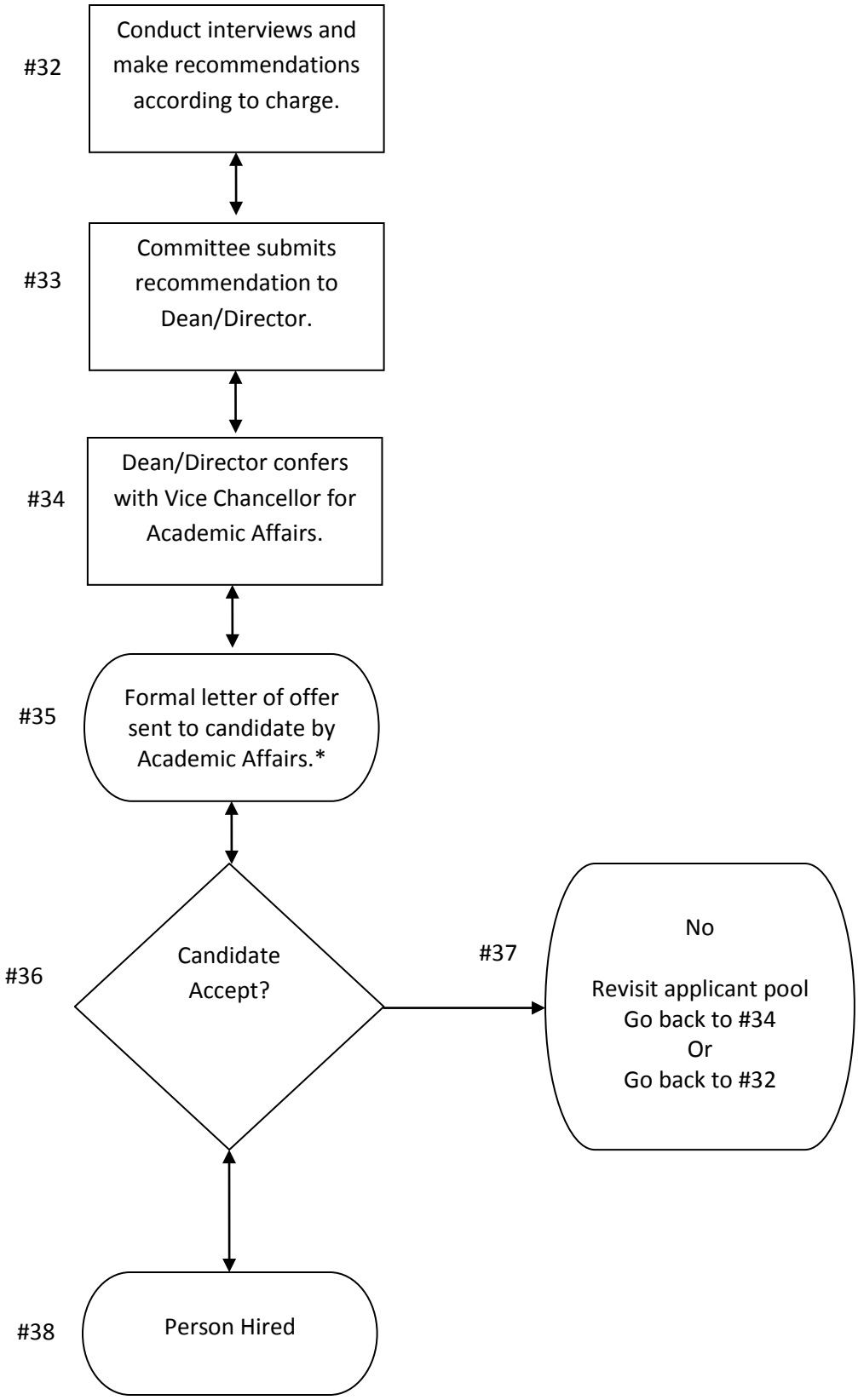
Process Mapping – Faculty Hiring (7-15-08)




#10
Academic Priorities Committee sends ranked list back to Vice Chancellor for Academic Affairs
#11
Vice Chancellor for Academic Affairs confers with Deans' Council.
#12
Vice Chancellor for Academic Affairs confers with Vice Chancellor for Admin. & Fiscal Affairs
#13
Search Approved
May 1
#14
Position Recruitment Authorization Form (PRAF) and request for CCD member initiated.
#15
Dept. Chair appoints Search Committee Chair.
#16
ODE Director (as needed) and CCD Rep meet with chair to explain rules.


#17
Ad, recruitment plan and initial screening sheet written and approved by Committee administrator
#18
Committee contacts ODE with recruitment plan and ad.
#19
Diversity Office reviews plan (PRAF).
#20
Plan (PRAF) approved?
#21
No
Go back to #17
#22
ODE forwards the PRAF and Recruitment Plan to the Chancellor's Office for signature
#23
Chancellor's Office returns PRAF and Recruitment Plan to ODE and ODE forwards documents to HR
#24
Ad appears and candidates respond.
October


#25
Resumes come to committee chair and committee develops its interview strategy
#26
EEOIR response cards go out from the hiring unit to applicants.
#27
Candidates screened in initial and subsequent phases.
#28
Candidates to interview identified and Request to Interview form, applicant list and candidate vitas filled out and sent to ODF.
#29
Chair provides rationale for exclusion of applicants in protected classes is provided (if
#30
Request to interview approved?
#31
No
Include protected class applicant in interview pool. Go back to #28.



*NOTE: Contract and all required hiring forms are sent with letter of offer and the candidate is advised to contact Human Resources.