TO: Deans

COPY: Paul Ludden
    Peter Raad
    Beth Wilson
    Associate Deans
    Department/Division Chairs

FROM: Linda Eads

DATE: September 30, 2011

RE: FACULTY SEARCH AND RECRUITMENT

Four attachments accompany this memo that should help you during the recruiting season. These attachments are provided so that you are able to comply readily with University Policy 6.7 and to adapt your recruiting procedures to advance the University’s goals of diversity and equal access.

I want to emphasize how important it is to follow these procedures. This helps the Office of the Provost to quickly respond to your recruitment requests by not having to return items that lack some required information or were forwarded without the necessary documents.

I look forward to working with you this recruiting season and to helping you hire outstanding teachers and scholars.