

New Academic Leadership Workshop Q & A March 14, 2017

Q: Who would normally write the ad?

Q: What can we do about exceptional candidates?

Q: What should be put on the Position Requisition form as the initial request?

Q: How do you define requirements so as to justify choices made?

strong record of publication

Q: Do Search Committee members have to attend all meetings?

Q: What can be done to preferentially hire someone from one of the designated groups, and what would the timeline look like?

Q: What can be done when a candidate comes with a spouse who is also in the academic field?

Q: What is the length of requirement to advertise a position?

at least two months

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Important points to share:

Before making a provisional offer, it should be run by the Dean (or in some Faculties, the Dean makes the provisional offer). Some Deans are quite particular about protocol here. Further, any differences in negotiations should be approved by the Dean.

It should be made clear that the final appointment/actual offer comes from the Vice-President, Academic (Category B) or the President (Category A).

Any conflicts of interest should always be shared and the member should then excuse themselves from the Search Committee.

Some new faculty visit SFUFA and that is fine; alternatively, if additional information is sought about process, benefits, etc., at the University, a candidate can call Faculty Relations.