

SESSION AT A GLANCE

COURSE NAME

The Academic Recruitment Process

FACILITATOR

Discussion will be guided by practitioner/s who will share their experiences in supporting departments with the academic recruitment process with meeting facilitator, Dawn Aziz. Isabel Gutierrez, Academic Personnel Officer, will also be available to answer questions.

COURSE LENGTH: 3 HOURS (TBD)

COURSE DESCRIPTION

This course will provide **Talent Management Coordinators** with an overview of the academic recruitment process – including considerations for tenure-track and non-tenure track faculty, part-time faculty and administrators. Particular emphasis will be placed upon AAUP and UPTF contractual requirements, WSU policy and working within S/C/D procedures as outlined in the region’s hiring plans and service level agreements (SLA’s).

An interactive question-and-answer session will be facilitated with WSU experts to ensure participants know who to contact when and can successfully navigate WSU procedures, policies and collective bargaining agreements (if applicable).

LEARNING OBJECTIVES

As a result of this module, participants will gain an appreciation of:

- AAUP requirements impacting the academic recruitment process
- Faculty eligibility
- Annual posting process
- Monitoring and tracking of part-time faculty pools (define ranks, letters and department-liaison work)
- Know who to call when questions arise

PREREQUISITES

Prior to this module, it is recommended participants complete:

- AAUP contract pre-reading
- Reference to the Office of the Provost’s website and templates as well as the Resource Portal