

April 22, 2015

**MEMORANDUM**

To: Deans

From: Rodney K. Rogers, Ph.D.  
Provost and Senior Vice President



Re: Faculty Recruitment Allocation Update

Since fall 2012, the Provost's Office has been providing faculty recruitment funding to Main campus colleges. These funds are intended to assist with all aspect of search expenses including advertising and candidate travel and moving expenses. The purpose of this memo is to update the existing faculty search reimbursement guidelines.

The funding will be as follows:

- Tenure Track Search \$10,000
- Non-Tenure Track Search \$4,000
- Local Search \$1,000

If multiple positions are recruited from the same applicant pool, the College will receive funding for one search. Faculty recruitment may be requested after all searches for the academic year have been approved. This is to account for revised or canceled searches and save time by minimizing the number of budget transfers. Please send your request to Daniel Gebre or Lisa Meyer with sufficient detail (TT/NTT search position number, job opening number, department) and the account information to which the funds should be transferred.

For searches exceeding the above allocation amounts, the dean may appeal to the Provost for additional funds; however, the appeal must be very compelling. Any unused funds from a successful search may be retained by the College.