MAPP Section 100:
General Policies - Academic Senate Titles

The following requirements must be fulfilled before an academic appointment recommendation in the Professor Series, or equivalent ranks, is submitted to Academic Personnel.

101-1. Budget Provision (FTE)

It is the policy of the University of California that no appointment shall be made to a title in the Professor series or the Lecturer with Security of Employment series unless there is a budgeted provision ("FTE") for the appointment. Before recruiting can begin, the availability of a budget FTE must be allocated by the Executive Vice Chancellor.

101-2. Academic Plans

As the faculty are the backbone of the university, each new faculty position must be filled within the context of academic planning. Each School must develop a strategic plan, including a faculty hiring plan that stretches several years into the future and serves as the basis for hiring. Each year, the Executive Vice Chancellor/Provost issues the annual call for Faculty FTE Requests in early January. These requests are reviewed by the Committee on Academic Planning and Resource Allocation (CAPRA). CAPRA provides a recommendation to the Executive Vice Chancellor/Provost's who then approves a final allocation to each School. As searches move forward, Schools may identify a possible hire that is not part of the annual plan, but that fits into the campus's overall academic strategy. The multi-year academic planning allows the Executive Vice Chancellor/Provost flexibility to consider such opportunities on a limited basis.

101-3. Diversity Goals and the Search Plan

The University is an affirmative action/equal opportunity employer with a strong institutional commitment to the achievement of diversity among its faculty. In order to achieve this goal, those involved in the recruitment process must strive to create and recruit a diverse pool of candidates. Developing a detailed search plan and advertisement for each faculty position is the first important step. The search plan should document how the search committee will actively recruit women and underrepresented groups. The completed search plan is submitted to the Academic Personnel Chair and Dean for approval. It is then forwarded to the Academic Personnel Office for posting of the ad. No action may be initiated on faculty searches prior to the final approval of the search plan.

For more information on APM Policies and Procedures, click here.

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