



**FLORIDA INTERNATIONAL UNIVERSITY
ACADEMIC AFFAIRS/EQUAL OPPORTUNITY PROGRAMS
PROPOSAL FOR ACADEMIC RECRUITMENT OF FACULTY**

Part A – Recruitment

College/School: _____ Department/Division: _____

Position #: _____ Department/Project ID: _____

Current Rate: _____ FTE: _____ Contract Period: 9month 12month

Class Code: _____ Class Title: _____ Tenure Earning: Yes _____ No _____

Administrative Code: _____ Administrative Title: _____ Job Group: _____

Category A: Instructional and Research Faculty Professional Status Regular Research Clinical

Effective Date of Vacancy: _____ Replacement for: _____

Reason for Vacancy: _____

Application Recruiting Deadline: _____ Anticipated Starting Date: _____

Annual Salary _____ or Range(minimum/maximum) _____

Principal Campus: University Park _____ Biscayne Bay _____ Other _____

Person Responsible for Recruitment: _____

Name	Title	Phone Ext.
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Department Chairperson	Signature	Date
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Dean/Director	Signature	Date
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EOP Director	Signature	Date
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VP/Assoc. Provost	Signature	Date
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Description of Qualifications (If additional space is needed, please attach pages.) Include minimum education, experience, knowledge, skills and abilities required for this position)

Please provide an explanation of the Area of Specialization required, the Program Impact and principal teaching duties that will result from filling the position. Include possible relationship or impact on other academic area (if any).

When and how will the position be advertised outside the State University System? (Attach copy of Ad)

What steps will be taken to assure that applicants from minority groups and women have an opportunity to apply for this position?

Is this position presently being under-utilized according to the University Affirmative Action Plan? Yes No
If yes, describe what special efforts will be made to fill this position. (Consult Equal Opportunity Programs if unsure)

Part B – Selection

1. Position No. _____	6. Applicant selected from:
2. Name: _____	Within University Outside University
3. Social Security # _____	7. Disabled: Yes No
4. Race: White (non-Hispanic) Black (non-Hispanic) Hispanic Asian or Pacific Islander American Indian or Alaskan Native Non-resident Alien	8. Tenure-Earning Position: Yes No
5. Gender: Male Female	9. Effective date of Employment _____
	10. Salary: \$ _____

Distribution: Original: VP for Academic Affairs Pink:Equal Opportunity Canary:Dean Goldenrod:Department