

## 1. Request form

- a. Limit the length of the overall application- response to the qualitative questions/prompts should not exceed 800 words total.
- b. Rationale
  - i. to ensure that all parties involved in ranking positions have time to read all of the material.
  - ii. Allows all parties involved in ranking positions to focus on what positions are most needed for the students/college

## 2. Presentation

- a. Allow a faculty member, selected by the department, or in the case of a department with no FT faculty, someone in a related field, to do a time limited presentation and to answer questions for each position (5 min, with a two-hour time limit for the meeting).
  - i. Randomly selected order of presentations
  - ii. Rankings are due 3 days after pitches are made
- b. Rationale
  - i. Allows Librarians/Counselors/new programs to clearly state their needs

## 3. Add statement to document

- a. Goals of the hiring prioritization process
- b. Responsibility to take into consideration the overall needs of the college including new programs, librarians and counselors

## 4. Senators shepherd request from their schools through the process

- a. Deans and faculty submitting request include School Senators on all communications.
- b. Senators insure requests from their school are included in the process.

## 5. Set diversity goal based on EEO data prior to the hiring prioritization process

- a. **LJ to check with HR.**
- b. May better be decided by department/taking into consideration the impact on the students we serve.
- c. Another suggestion is to include a statement about the need to increase diversity in our faculty.

## 6. Add quantitative data regarding % of courses taught online/pre/post COVID (check with Erica)