

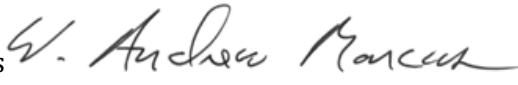


*University of Oregon*  
College of Arts and Sciences

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To: CAS Department Heads

From: W. Andrew Marcus   
Tykeson Dean of Arts and Sciences

Re: **Requests for tenure track faculty lines in AY2017-2018**

The Provost's Office recently sent us guidelines for requesting Tenure Track Faculty (TTF) searches in AY2017-18. The process asks deans to solicit proposals for TTF hires, rank those proposals, and forward the proposals to the Provost's Office. A university-wide faculty committee will evaluate all the proposals submitted by deans, comment on them, then forward their comments to the Provost, who determines which lines to authorize. This process enables the Provost to strategically allocate faculty lines to achieve university-wide goals, while still giving the faculty, department heads, and deans a strong voice in creating the lines and prioritizing them.

We anticipate about 15 to 20 faculty vacancies opening up in CAS this coming year, but under the new Provost-centered system, we cannot guarantee that those lines will remain in CAS. Alternatively, CAS might gain lines this year relative to other units; the outcome each year will depend on the strategic goals of the university and the quality of the proposals.

As part of the CAS process, we will also consider proposals for "internal clusters," which are groups of hires within or between units that focus on a particular goal (e.g. the African American Studies cluster we are running this year). **Please note:** Talk to your divisional dean and other affiliated unit heads before submitting an internal cluster hire proposal. Department heads must endorse clusters that would have lines in their departments.

**Criteria:** Regardless of whether the proposals are for a single hire or a cluster hire, they should address how the hire will enhance university excellence. The Provost has stated that the justification for the position "should be explained with regard to one or more of the following":

- Enhancing academic quality
- Promoting interdisciplinary excellence
- Supporting diversity, equity, and inclusion
- Increasing external support
- Growing graduate education.

The CAS dean's office will prioritize proposals that explicitly address the above criteria. In addition, as stated in my e-mail of February 16, we will also prioritize positions that:

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- Can identify an internal funding source for the line(s) (e.g. replacement hire, retirement, bridging hire, NTTF conversion, etc.)
- Can provide necessary office/lab needs with existing space and would have affordable startup expenses
- Are forward looking and do *not* simply propose to replace an existing line in kind, unless a compelling argument is made for such a strategy
- Address areas of growing high undergraduate demand or future demand
- Have potential to accelerate scientific impact and generate connections to the Knight Campus (acknowledging that the campus vision is still in development).

**Submission Process:** Proposals are due in the CAS dean's office on **Monday, March 27** (We are required to submit our prioritized list by April 7 to the Provost's Office). CAS will soon send out a template that all departments must use to submit their requests to the CAS dean's office. Please submit your request to Miriam Bolton, Assistant Dean for Administration and Operations, at [mbolton@uoregon.edu](mailto:mbolton@uoregon.edu). In the subject heading, state: "CAS search request, department name (or cluster name), specialty name."

You should submit one request per faculty line (e.g. do not put all the lines associated with a cluster into one page). If you are proposing a cluster hire within a department, collate the individual requests and submit them as a single document. If the cluster crosses multiple departments or colleges:

- designate a point person to collate and submit the proposals on behalf of the group,
- submit a one page *maximum* overview describing the intent of the cluster and how it addresses the criteria listed above in a more effective manner than do single hires, and
- submit a statement that all department heads of participating departments support the cluster.

Please note that proposals are limited to one page of text for the proposal plus some supporting data, per the Provost's request. After we receive the proposals, CAS will add some further supporting data (e.g., average salaries of faculty in the unit, number of people signed up for TRP, etc.) that the Provost requires. We may reach out to departments to help us gather necessary data.

Please be in touch with your divisional dean if you have questions regarding this process.

I very much look forward to seeing the ideas that come forward.