



# Faculty Hiring Process: Request Form

**This Box for College Use Only**

<input type="checkbox"/>	Approved along with any notes to the right	<p><b>Notes</b> If you requested additional support, any authorized additional support must be listed here.</p>
<input type="checkbox"/>	Approved with revisions; work with the SAD-FSA to reconcile	
<input type="checkbox"/>	Approved with major revisions; to be re-presented to the VP Cabinet	
<input type="checkbox"/>	Not approved	
<p><b>Signature for Final Approval: (top box must be selected)</b></p>		

Sections in red require attention.

<p><b>Tenure Initiating Unit(s):</b> _____ <i>If multiple TIUs, denote TIU split (which could be different than DOE)</i></p>	
Faculty Rank(s)	
Track	
Distribution of Effort (DOE)	% Teaching,      % Research,      % Extension
Appointment Term	
Area of Specialization	
Salary Range (this will be your parameters for negotiations)	
Start-up to be covered by the college <small>If requesting beyond the college start-up policy, please share rationale here</small>	
Start-up to be covered by the TIU(s) or other unit	
Campus/Location(s) <small>Include any necessary rationale for an unusual/atypical request</small>	
Proposed Start Date	
Result of 4th Year or Tenure Denial?	
Faculty Credit Usage Request <small>Are you using credits from the TIU, pairing with another TIU, transferring funds or requesting credits? Provide rationale for requests beyond TIU credit usage.</small>	

## **Draft Position Description**

*(include core description here or attach full description separately – Consult <https://cfaesfacultyandstaff.osu.edu/policies-procedures> using the Faculty Searches dropdown for a position description template)*

## **Recruitment Plan and Diversity Expectation**

*Please provide a description of your recruitment approach and specific efforts to ensure a diverse pool of candidates. Include to your most recent DEI Audit any meaningful analysis of your current state of faculty diversity relevant to this search.*

## **Programmatic and College Criteria:**

**How does this position contribute to the CFAES Strategic Alignment (<https://cfaes.osu.edu/about/strategic-alignment-and-plan>) and Priorities?**

**What critical program needs or opportunities in our teaching, research, and/or extension/outreach missions does this position support?**

**How does this position fit in with the TIU's long-term strategic plan?**

**How will this position complement or advance program strengths within the TIU, the College, and/or with collaborating units? Related, how does this position contribute to collaborative or integration efforts within CFAES, other colleges, and/or new/existing stakeholders?**

**What opportunities and expectations for new resource generation are associated with this position and/or expectations of this faculty member to maintain current resources if this is a replacement (grants, credit hours, other entrepreneurial activities) as they fit in the unit's and CFAES long-term strategic objectives?**