



California State University, Fresno

Tenure Track / Tenured Faculty Nomination and Summary

Page 1 – Department Recommendation

I. RECRUITMENT

College or School: _____ Vacancy #: _____

Department: _____

II. SELECTION CRITERIA AND SUMMARY (attach to form)

- A. On a separate page, please make a person-by-person comparison of all candidates given an on-campus interview:
 - State how candidate’s qualifications meet the required experience, and preferred qualifications.
 - Assess the individual candidate’s strengths and weaknesses and compare them to those of each of the other candidates.
 - Explain why each candidate was recommended or ranked in the order presented.
 - If applicable, provide updated ABD status information on each candidate.
- B. Vacancy announcement
- C. Nominee’s curriculum vitae
- D. Three letters of reference and three telephone reference checks

III. APPLICANT POOL

_____ Total number of applicants for the position
 _____ Total number of applicants interviewed by phone/Zoom (short list interviews)
 _____ Total number of candidates interviewed on campus
 _____ Total number of applicants that withdrew from consideration/or rejected offer because:

_____ Took Offer Elsewhere	_____ High Cost of Housing
_____ Family/Personal Reasons	_____ Inadequate Salary
_____ Lack of Spousal Employment	_____ High Teaching Load
_____ Other	

IV. APPLICANT(S) RECOMMENDED FOR APPOINTMENT (RANKING IS NOT REQUIRED)

Choice/ Rank	Name	Service Credit recommend	Highest Degree Earned	Identify institution from which the candidate earned this degree.
1st				

V. EQUAL EMPLOYMENT OPPORTUNITY REVIEW OF SEARCH PROCESS

As the assigned EEO for this search, I have participated and reviewed in all aspects of this process and confirm the results. If problems occurred in the recruitment or selection phase, I have sent a separate report or contacted Faculty Affairs.

Search Committee Equal Employment Opportunity Designee signature and DATE

VI. DEPARTMENT RECOMMENDATION TO DEAN

I have carefully reviewed the recruitment process, forms, and attachments. I agree with the recommendation or I have attached additional information for the Dean.

Search Committee Chair signature and DATE

Department Chair signature and DATE



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Page 2 – Dean Recommendation

A. NOMINEE INFORMATION

Name (including salutation): _____

Mailing Address: _____
(used for offer letter)

B. APPOINTMENT INFORMATION

Annual Salary: \$ _____ Monthly Salary (Annual divided by 12): _____

Appointment type (check all that apply): Tenure Track With Tenure Department Chair 12 month

Date of Appointment semester start: Fall start Spring start Other (specify date): _____

Rank: Assistant Professor Associate Prof. Professor Other (specific): _____

Service Credit (APM 301): None 1 year of service credit 2 years of service credit

Below provide additional information for the offer – all amounts should be total (Dean + other funding); # years refers to the number of years the new faculty member will be able to spend the benefit provided; first year will be 2018-2019 unless specified.

Moving Expenses: None \$ _____

Startup Funds: None \$ _____ # of Years funds will be available Funds are: per year or total

*Summer Pay after 2018: None \$ _____ *Summer pay for 2018 will begin August 1st for orientation.*

_____ # summer(s); 1st summer would be 2019 Funds are: per year or total

If summer appointment for 2019 is to be before August 1st, please indicate date: _____

Assigned Time: CBA Article 20 required minimum: 3 WTU per semester for two years. Total 12 WTU over 2 years

Other (provide WTU per semester and # years) _____ WTU each semester for _____ years

Variable (provide WTU per semester and # years) must be at least 12 WTU total over 2 years.

<i>required</i>	Fall 20__ : _____ WTU	Spring 20 __ : _____ WTU
<i>required</i>	Fall 20__ : _____ WTU	Spring 20 __ : _____ WTU
<i>optional</i>	Fall 20__ : _____ WTU	Spring 20 __ : _____ WTU

Additional Terms: Are attached Are not attached

C. **DEAN RECOMMENDATION TO PROVOST** After consultation with the department faculty, and having carefully reviewed the recruitment process, forms, and attachments, I am submitting the above recommendation.

Dean's signature and DATE

D. PROVOST OR DESIGNEE AND EEO APPROVAL OF NOMINATION AND RECRUITMENT SUMMARY

Provost or Designee and DATE

Campus EEO and DATE