

Date: June 13, 2021

To: Jason Stajich, Chair of Riverside Division

From: Elizabeth Watkins
Provost and Executive Vice Chancellor

Daniel Jeske
Vice Provost of Academic Personnel
Acting Vice Provost of Administrative Resolution

Via: Cherysa Cortez, Executive Director of Riverside Division

RE: Proposed Change to Search Approval Workflow

Dear Jason,

We write to propose a change the approval workflow for academic searches. We would like to change the workflow as shown in the Figure below. As can be seen, the key change is to delegate final approval to the Deans and remove the VPAP from the approval process.

The rationale for this change is based on the following information: First, the Deans are ultimately accountable for the academic hiring in their colleges, and they, along with the Department Chairs are best positioned to determine what a successful search plan looks like. The Equity Advisors would be added as a level of review in the proposed state, and are closer to the goals of the college or school. The Affirmative Action compliance is ensured by Equal Opportunity and Affirmative Action (EO/AA) office in the current state. Finally, the VPAP and the Academic Personnel Office has an ongoing role as partners with all involved regarding policy considerations and Deans submit their search plans to the Provost for approval prior to initiating the search plan.

Search Plan Current Workflow



Search Plan Proposed Workflow



Our proposed change to the search plan workflow does not affect the workflow for search waivers that is depicted below. In addition, the proposed change does not affect the workflow for Target of Excellence (TOE) hires, which include informal consults with CAP and EEAA.

Search Waiver WorkFlow (Unchanged by Proposal)



Please let us know if the Senate has any concerns about this proposed change.

Thank you.