

Received by the Campus President's Office:

Date: 3-15-2016

By: Gina C. Grounds

OPERATING POLICY

West Virginia University Institute of Technology

Date Policy to become effective: April 1, 2016

Subject: Advertising Open Faculty, FEAP, and Non-Classified Positions

Submitted on behalf of: Executive Committee by:

Name (please print): Kevin Lawhon

Signature:  Date 3-15-2016

Group or Individuals Affected: All Search Committees for all full-time Faculty, FEAP, and Non-Classified Positions

Supplements:

Supersedes: WVU Tech Policy of 1/19/2011, *Advertising Open Faculty, FEAP, and Non-Classified Positions*.

Distribution of this policy (e.g. Faculty Handbook, Student Handbook, Website, etc.): The complete policy should be placed on the WVU Tech IntraWeb.

Searches for all full-time Faculty, FEAP, and Non-Classified positions must be advertised in a national publication. The *Inside Higher Education* website will be this default national publication. Additional recruitment sources may be used as appropriate to the position and as requested by the chair of the search committee and all advertisements must be approved by the social justice/human resource representative to the search committee prior to publication in recruitment sources.

Without the Campus President's action, this policy becomes effective 30 days from the date received by the Campus President's Office (above).

Campus President's action: Submitted for review within 30 days by: _____
with subsequent decision within 75 days of date received by
President's Office
 Approve Disapprove

Campus President's Signature  Date 3/17/16

Disclaimer: The only bodies eligible to submit Operating Policies for approval are: Faculty Assembly Council, Classified Staff Council, Student Government Association Council, Cabinet, and Executive Committee.