

Faculty Strategic Hiring and Retention

The Provost considers requests from Deans for support for strategic hiring and retention of faculty on a case-by-case basis subject to availability of funds. The funding for such initiatives are divided into three categories:

1. Faculty recruitment and retention funds are from a specific budget allocation made to UWM from the UW System Administration to primarily support the retention of high demand faculty. Priority is given to counter offers from other institutions, preventive measures taken to retain high quality faculty, and to support recruitment of new faculty in high demand areas. Requests must be made by the Dean to the Provost in an ongoing basis.

2. Faculty strategic hiring fund (also referred to as the Target of Opportunity Hiring Fund) is targeted towards recruitment of minority and women faculty in areas in which they are underrepresented. Upon receiving a recommendation from a department for the hire, the Dean may request assistance from this fund to support the hire.

3. Dual-career couples fund is used to support the recruitment and retention of a tenure-track faculty member by hiring the spouse/partner of the faculty member. The procedures outlined in the Partner Accommodation Policy must be followed before the Dean makes a request for assistance from this fund.

Making requests

The requests for allocation from the above funds must be made by a Dean to the Provost. The process begins with a preliminary request (email, phone conversation etc) that outlines the basic terms of the request. Upon receiving the preliminary approval, the Dean may proceed with the hiring process or making the retention offer. All applicable UWM policies and procedures must be followed. Once the offer has been accepted, the Dean should send the formal funding request to the Provost. Upon review of all documentation, the Provost will issue a formal final approval.

The documentation accompanying the request must address the following:

Identify the funding category.

State why the hire is strategic.

Salary, title, and start date for new hire

State the terms requested (percent of salary and years of support). Total support from the Provost is capped at one-academic year salary for new hires.

State the long-term plan for continued funding of the position.

Details of the offer including start-up and space.

Prioritize this request in relation to others that have or will be submitted by the school or college.

Describe, in narrative form, the efforts the school/college is making to recruit and retain faculty in the specific category of the strategic hire that exceed Provost Office contributions.