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## PARTNER PLACEMENTS INTO NON-TENURE TRACK FACULTY POSITIONS

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### 1 Background

1.1 The College of Liberal Arts recognizes the importance of maintaining a family-friendly environment and of being sensitive to the needs of dual career couples. The College currently has two relevant policies.

- The current policy governs partner placement hiring into **non-tenure track faculty positions**.
- The policy on Target of Opportunity hiring allows for outstanding faculty to be hired outside the regular search cycle into tenured or tenure track positions.

1.2 Efforts will be made to accommodate partners seeking employment in staff positions. Such requests will be considered on a case-by-case basis.

1.3 All tenured or tenure track appointments will be the result of a regular search or will be targets of opportunity under the Target of Opportunity policy.

### 2 Eligibility and funding

2.1 Candidates for partner placement positions should be competitive relative both to currently appointed faculty in equivalent, non-tenure track positions and to open market standards.

2.2 Partner placement hires internal to the College of Liberal Arts will be funded in full by the Dean's Office. Cross-college hires will be considered on a case-by-case basis.

2.3 The principal situations in which the College will make available partner placement funding are the following.

- To facilitate recruiting faculty of exceptional merit into positions of strategic importance.
- As part of a counter-offer to retain a key faculty member. Typically counter-offers will only be made when the relevant faculty member has an offer in hand from a peer (or better) institution.
- Following through on existing partner placement commitments. Typically this will involve a formal process of academic review to ensure that academic standards are clearly maintained.

### 3 Process

- 3.1 All requests for partner placement positions must be authorized by the Dean, irrespective of the source of funding.
- 3.2 Partner placement positions at the faculty level will typically be considered only with the endorsement of the faculty of the receiving department, typically as expressed in a vote. Departments may schedule on-campus interviews, but it is recognized that this may not always be possible.
- 3.3 Initial requests should be made to the Associate Dean responsible for faculty matters. These will be dealt with expeditiously.
- 3.4 If given preliminary approval, the department heads of the placing and receiving departments will jointly prepare a longer document explaining the following.
  - The rationale for the partner placement request
  - Length of term and conditions upon renewal
  - The proposed funding model
  - The academic credentials and experience of the proposed hire
  - Reasons for thinking that the proposed hire is competitive relative to current faculty and open market norms
  - The extent of the consultation that has taken place with the receiving department