

4.3.2P Recruitment
Senate Discussion August 18, 2021

IV. Recruitment

1. The Screening and Interviewing Committees for regular and adjunct faculty shall prepare a clear and complete job announcement for each position, including all job-related skills, essential functions, requirements and any additional qualifications recommended by the committee. The desired or preferred qualifications set by the District must exceed the state's minimum qualifications or the locally determined equivalent.

2. Each job announcement shall be reviewed and approved by the screening committee, department chair, the appropriate Dean, in consultation with the Vice President of Human Resources, the appropriate Vice President(s), and the Superintendent /President before each position is announced.

**suggestion: Screening committee, department chair, appropriate Dean (strike the rest)*

**suggestion: keep VP of HR for legal reasons.*

**Approved by the department chair and the appropriate Dean in consultation with the Vice President of Human Resources.*

3. In order to achieve its goal of a highly skilled, multi-cultural, diverse faculty, the District shall support efforts by the Human Resource Department, in consultation with Department and/or Program in which the vacancy appears, to advertise positions to and recruit from a broad population, in multiple venues and appropriate publications

4. Adjunct faculty employed by the District shall be notified of open regular faculty positions through email. Human Resources shall forward a copy of job postings to all adjunct instructors.

5. The District shall encourage and support faculty members' efforts to network with colleagues from underrepresented groups for recruiting purposes. *(clarify? What does this mean? Does this mean money?)*