

**THE UNIVERSITY OF TEXAS AT AUSTIN  
OFFICE OF THE EXECUTIVE VICE PRESIDENT AND PROVOST**

**FACULTY INITIATIVE PROCEDURES FOR POSITIONS**

For requests for recruiting/hiring for a position or positions related to the Faculty Initiative, the Provost's Office will need the following:

1. Statement of justification that includes information on how the hire(s) would benefit the department/school/college and mesh with the mission and faculty hiring plan for the department/school/college;
2. Anticipated interaction of the position(s) with programs/research centers within the department/school/college and beyond;
3. Funding (salaries and start-up costs) needed for the position(s) sought and what cost sharing the department/school/college proposes to provide;
4. Details of recruitment plans and a selection process that will ensure faculty are secured from the broadest talent pool possible; and
5. Memorandum from the dean indicating their full support for the request since this will be an allocation or allocations of a Faculty Initiative position/positions to the school/college.

*Note: When specific candidates are brought forward, the Faculty Initiative Procedures for Specific Candidates apply.*