



The Senior Vice President for Academic Affairs and Provost, has committed funds to help departments' costs of recruitment of promising candidates for the Strategic Priorities Faculty Initiative (SPFI) recruitments. For more information, visit the Faculty Affairs website: <https://facultyaffairs.arizona.edu/content/strategic-priorities-faculty-initiative>.

The following criteria will be used to review requests to help fund recruitment of future SPFI candidates, or participation or membership in national organizations with the intent of cultivating recruitment pathways. The funds will help support departments in the vetting of future SPFI candidates, however a subsequent submission of a SPFI Hiring Fund application is not required. Candidates must have demonstrated potential and/or experience advancing UA's distinctiveness in equal opportunity, diversity, and inclusion within higher education in order to:

- 1) foster new and creative ways of involving our diverse student body in an accessible and engaged educational experience that is aimed at producing highly capable graduates who will meet our state's critical workforce needs,
- 2) develop new approaches to discoveries and cutting-edge interdisciplinary research, scholarship or creative work that benefits our diverse communities and addresses complex global problems, and
- 3) expand collaborations with community and business partnerships, including those involving traditionally underserved groups.

For a complete list of criteria, please refer to the SPFI Hiring Application Guidelines. Also, preference will be given to the priorities for strategic investment that is listed in the Provost's call for SPFI hiring proposals: <https://facultyaffairs.arizona.edu/content/strategic-priorities-faculty-initiative>

**Applications for funding for recruitment may be submitted by the 15<sup>th</sup> of the month, between the months of October thru May during the regular academic year. Funds may be used for costs of recruitment for a specific candidate or participation or membership in national organizations with the intent of cultivating recruitment pathways. Please submit a separate application for each visit or recruitment effort using these procedures:**

- 1) **By the 15<sup>th</sup> of the month**, submit the following materials via [Competition Space](#):
  - a. the candidate's curriculum vitae or in the case of participation or membership with a national organization, an overview of that organization, special interest group, and/or institution.
  - b. a cover letter that summarizes how the candidate has demonstrated potential and/or experience advancing UA's distinctiveness in equal opportunity, diversity, and inclusion within higher education. Requests for participation or membership funding should include a cover letter summarizing how participation and/or relationship building will cultivate recruitment pathways leading to diverse candidate pools.
  - c. a memo with signatures of the Department Head/Director and Dean outlining how the candidate will contribute to departmental and interdisciplinary hiring priorities and/or how the activities will cultivate recruitment pathways, including those of the SPFI program,

- d. a budget sheet with detailed costs, and
  - e. Business Manager/Officer contact information.
- 2) If approved, funding will be provided to cover costs associated with recruitment, which may include honorarium for a virtual lecture, on-campus visit costs, or membership in national organizations with the goal of developing recruitment pathways, participation in special interest groups with national organizations, or activities to develop relationships with Tribal Colleges, HSIs, HBCUs, or women's colleges. The support funding commitment for the expenses may not exceed \$1,500.
  - 3) Upon approval, have your business manager contact Nina Bates at 621-7766 or [ninaari@arizona.edu](mailto:ninaari@arizona.edu) to arrange the transfer of funds within the fiscal year.
  - 4) Candidates should meet with Dr. Judy Marquez Kiyama, Associate Vice Provost for Faculty Development. Please arrange an appointment prior to the visit by contacting Monique Beltran at [mbeltran1@arizona.edu](mailto:mbeltran1@arizona.edu). Also, please include the meeting with Dr. Kiyama on the agenda.
  - 5) At the conclusion of the visit, please check in with Dr. Judy Marquez Kiyama regarding the recruitment activities and how you intend to proceed with SPFI Hiring Funds.

**If you have questions** on the application procedures or questions on appropriate activities for this funding, please contact Dr. Judy Marquez Kiyama, Associate Vice Provost for Faculty Affairs at [jkiyama@arizona.edu](mailto:jkiyama@arizona.edu) or 626-1207.