

**[School/College]**  
**2021 IHP Proposal Template Guidance**  
Proposals for 2021-22 TTF Searches

<b>Proposal number</b>	[completed by school/college/division]
<b>College/School/Division</b>	
<b>Cluster/Node</b> (if applicable)	
<b>Department/Program</b>	
<b>Requested TTF Specialty</b>	
<b>Requested TTF Rank</b>	

*This proposal should not exceed four pages in length. Brevity is appreciated and bullet points are welcome.*

*Boxed Red Italic Text indicates OtP guidance*

## **Proposal Description**

**One- or two-sentence summary of the proposal, for potential public-facing IHP website use.**

*Briefly describe the proposed specialty area and anticipated impact of the position.*

## **Proposal Rationale**

The Office of the Provost and IHP advisory groups will refer to relevant institutional metrics (<https://provost.uoregon.edu/institutional-metrics>) as part of the IHP decision-making process. Using appropriate information and metrics, describe the need for a TTF hire in this area with respect to each of the following:

- 1. Describe the rationale for the position, including how the proposal aligns with the strategic vision and needs of the unit and college/school.**

*(Please limit this response to fewer than 500 words.)*

*Explain the overall context of the search, addressing the vision and needs of the unit and the school/college.*

- 2. Indicate how the proposed search will do one or more of the following, as appropriate:**

*(Please address only applicable items, and limit each response to fewer than 300 words.)*

- Contribute to growth in national and international leadership of the university within the proposed field.
- Help catalyze excellence in new areas of research or creative activity, maintain or strengthen established premier areas of research or creative activity, or draw together multiple areas of research or creative excellence.
- Grow and/or maintain areas of demonstrated prospective/future undergraduate student interest.
- Grow and/or maintain successful graduate programs, where there is faculty capacity for building areas of excellence and/or new programs of particular institutional need.

*Use data to make a clear, concise case for the applicable elements above, ensuring that the argument is accessible to people outside the discipline.*

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3. Respond to the prompts below with respect to diversity, equity, and inclusion.

(Please limit this response to fewer than 500 words.)

- i. To facilitate **inclusive searches**, UO requires robust active recruitment work before launching each TTF search.

*For more information on the active recruitment expectations for every approved TTF search, see: <https://provost.uoregon.edu/active-recruitment-tenure-track-faculty-searches>. For remaining questions, contact Melanie Muenzer at [muenzer@uoregon.edu](mailto:muenzer@uoregon.edu).*

- a. Field Availability Estimate (FAE) data (<https://ir.uoregon.edu/FAE>), provide a demographic breakdown of recent domestic (US) terminal degrees awarded by field and subfield. Specify the 1-2 fields from the FAE data that most closely align with your proposed position.

*Some disciplines maintain data sources that might better represent the likely pool of applicants; these data may be referenced if provided with your proposal.*

- b. Describe how you will approach recruitment for this position, noting how you will mitigate potential challenges that may arise based on the FAE data.

*For example, if your data show that you may have a challenging time recruiting candidates from a particular demographic, please consider directly reaching out to mentors in the field, programs that graduate large numbers of students in this demographic, strong potential applicants, and/or professional organizations representing these constituencies in this (or a closely related) discipline who can assist with recruitment.*

- c. Approved searches will be required to request that candidates submit a diversity, equity, inclusion statement in their application materials. Please describe specifically what will be critical for your unit to ascertain from these statements.

*For example, demonstrated commitment to inclusive teaching. Please visit the Office of the Provost page at <https://provost.uoregon.edu/sample-job-advertisements-and-evaluation-rubrics> for resources to help complete this section.*

- ii. The provost expects units to **support student success, access, and experience** by eliminating opportunity gaps and creating a culture of **inclusive teaching**. Explain how you will design the hiring process to identify potential colleagues who will contribute to this mission.

*For information and ideas, visit the Teaching Engagement Program at <https://tep.uoregon.edu/teaching-excellence>*

- iii. Discuss how your unit would **support the new TTF hire** to ensure they are successful.

*Possible topics include, but are not limited to, mentoring, professional development/research funding, fostering strong connections to the field, assistance connecting to community, regular meetings with the department head to set expectations and discuss progress, dedicated department climate initiatives.*

4. If there are other significant factors, describe them briefly below.

(Please limit this response to fewer than 200 words.)