

N. Steffen-Fluhr gave her presentation on the proposed editorial change to Faculty Search & Selection Guidelines flow chart. Motion: In order to maintain the internal consistency of the *Faculty Search and Selection Guidelines*, the Faculty Senate approves of making the following editorial changes to the “Faculty Recruitment Workflow” chart on page 3 of the current FSSG:

NEW Step 2: The Dean charges the search committee and, in concert with the Department Chair and an HR representative, reviews the focus and scope of the position and administrative requirements.

REVISED Step 3: Search Committee meets to review job description, KPI’s, evaluation rubric, timeline, and special efforts planned to identify under-represented minorities and females. ~~Position is posted on NJIT Careers Site.~~

REVISED Step 4: Position is posted on NJIT Careers Site and is advertised externally on job boards, including those targeted to diversity and specific discipline publications; diversity statement is included. Personal contacts are made with prospective candidates, with an emphasis on diversity.

Motion to approve by N. Steffen-Fluhr and seconded by M. Bandelt. Motion was unanimously approved.