Date: February 11, 1998

To: Presidents

From: Samuel A. Strafaci
Interim Senior Director
Human Resources

Subject: The CSU Faculty Recruitment and Retention Survey for 1996-97 and 1997-98

Attached are copies of the ninth and tenth annual surveys of CSU faculty recruitment and retention. The surveys are designed to obtain information about faculty searches and resignations in each of these two years for purposes of internal planning and external reporting.

The survey forms are identical to the instrument used in the 1995-96 survey. Again, in item B.5 we ask for information on the prior employment of persons appointed to campus positions to determine if they had a faculty appointment when they were recruited and, if so, at what university or college. (In cases where a lecturer is appointed to a tenure-track position, the prior employer would be the CSU campus.)

I am requesting that copies of Part I of each survey be sent to each academic department that initiated a tenure-track search during 1995-96 or 1996-97 with the intent of effecting an appointment for 1996-97 or 1997-98. This part should be completed by the department chair or a member of the department hiring committee who is informed about a particular search.

Distribution: Vice Presidents, Academic Affairs (w/attach)
Vice Presidents, Administration
Affirmative Action Officers (w/attach.)
Associate Vice Presidents/Deans, Faculty Affairs (w/attach.)
Personnel Directors
Departments are asked to prepare a separate copy of Part I for each search initiated or for each vacancy if a single search was used to fill several vacancies. Part II is a summary report of searches for tenure-track appointments in 1996-97 and 1997-98 and resignations among probationary and tenured faculty in 1995-96 and 1996-97. Part II should be completed at the campus level for each year and returned with the surveys from the departments for the specific year. (Information contained in the campus summary report should match the data reported by the departments).

Please designate a person on your campus to collect the surveys from academic departments and to forward them to us. In returning the surveys, please check each form to ensure that the gender and ethnicity of all appointees have been indicated (Item B.2 of Part I). We would like to receive both parts of the 9th survey by March 30, 1998; and both parts of the 10th survey by May 1, 1998.

If there are any questions regarding the survey instruments, please call Mr. Thierry Koenig at (562) 985-2693.

SAS: jj

Attachments
9th CSU Faculty Recruitment Survey

Part I - Searches conducted during 1995-96 for tenure-track appointment in 1996-97

Campus: ________________ Department: ________________

Search #____

Please complete a copy of part I for each search initiated or appointment effected. For example, if a single search was intended or used to effect two appointments, a separate form should be submitted for each appointment anticipated or made.

A. This search resulted in a tenure-track appointment? yes ___ no ___
   If yes, please continue immediately below; if no, please proceed to
   questions B.8, then Section C.

B. Tenure-track appointment conditions

B.1 Rank_______________ and step______ of person appointed; check here ____ if designated market discipline (DMD) salary applies to this appointment.

B.2 Sex and ethnicity of person appointed: male ___ female ___
   Asian ___ Black ___ Hispanic ___ Native American ___ White ___

B.2a Does the person appointed have a declared disability?
   yes ___ no ___

B.3 Which of the following incentives were used to recruit this person to the campus?
   a. Early tenure consideration___ with ___ years probationary credit or immediate tenure______.
   b. Relocation or moving expenses actually paid by the campus
      $__________________.
   c. Reduced course load_____, for how many academic years______.
   d. Acquisition of new equipment, facilities, computer hardware or software, library holdings, etc. _______. Approximate $_____________ commitment.
   e. Travel funds commitment $_____________.
   f. Other commitment or incentive used to attract candidate: ________

________________________________________
B.4 Residence of person appointed prior to appointment:
   ___ within commuting distance of the campus
   ___ within California (beyond commuting distance)
   ___ U.S.A. outside of California
   ___ outside the U.S.A.

B.5 Immediately prior to this appointment, was the person a faculty member at a college or university? yes:___ no:___.

   if yes, where: ________________________________.

B.6 Did this person ever before hold a teaching appointment in this department?    yes ___    no:___.

B.7 Was the person appointed the first person to whom a formal offer was made for this position?    yes ___ no:___.

   If no, please be sure to complete part D on page 3.

B.8 Total number of persons who either a) declined a campus offer for this position, or b) withdrew their candidacy by refusing a campus interview or c) indicated their lack of interest following the interview:  ____

C. Position not filled with tenure-track appointment. This position was not filled with a tenure-track appointment because:

1. All offers were rejected ______ (complete part D below).
2. No offer was made because applicant pool was weak______.
3. No offer was made because there were too few minority or women candidates______.
4. Search was cancelled for budgetary reasons______.
5. Other reason why the search did not result in a tenure-track appointment (please specify)________________________
   __________________________________________________________
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**Campus:**

Tenure-track Faculty Resignations, Searches and Appointments

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**Campus Totals:**

Name of respondent __________________________  Phone No. __________
D. Reasons given by candidates who rejected campus offer of a tenure-track appointment. Please mark the primary reason with a P and mark any secondary reasons with an X:

<table>
<thead>
<tr>
<th>Reason</th>
<th>1st Refusal</th>
<th>2nd Refusal</th>
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<td>D.1 Salary inadequate</td>
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