




THE UNIVERSITY OF ARIZONA

College of Agriculture
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MEMORANDUM

DATE: February 5, 2016
TO: CALS Academic Unit Heads
FROM: Shane Burgess 

SUBJECT: Revised Deadline for Prioritized FY17 Hiring Proposals—**March 11, 2016**

Provost Comrie is strongly considering moving up the hiring plan deadline for colleges to a date in April or May—and consequently speeding up his office’s review and approval process. His purpose is so UA search committees can be “first to market” when it comes to recruiting the best faculty to our university. For us this greatly facilitates our prospective budgeting and mission planning. Regardless, the provost’s proposal had unanimous support from the deans, but it is still tentative. I know that you, like me, will be thrilled and grateful if this eventuates.

Last September, I asked you to work with the mission-area associate deans to identify and prioritize FY17 hires by the last week of January 2016. After returning from the holiday closure, I extended that deadline to April 4, 2016 after being requested to do so.

We are in a good position to meet an earlier deadline of April or May from the provost, but to do so I need to reset our internal deadline back closer to our original plans. Scott Going has proposed that unit heads as a group will be able have prioritized hiring proposals to me by **Friday, March 11**. With this memo I am amending the deadline for your prioritized proposals to this date. Parker Antin and Mike Staten are also resetting CALS’ T&R targets to align with new UA and ABoR Enterprise targets. You will need this as part of your hiring proposal submission and my office will email you a new version of the [CALS Targets and Investments Needed spreadsheets](#) with the updated targets as soon as possible.

Please be sure you have met with the appropriate mission-area associate deans and they have agreed to the FY17 hiring proposals you want to advance for Executive Council review. **By March 11, I will need not only prioritized proposals from the unit heads but your individual CALS Targets and Investments Needed spreadsheets with updated hiring priorities. Please email these to Bethany Rutledge.**

xc: Executive Council
Bethany Rutledge
Andrew Comrie