In anticipation of approval for the UAlbany Impact plan, under the Governor’s and Chancellor’s NY SUNY 2020 initiative, the following “ground rules” are advanced for hiring new faculty and staff to be funded under this plan.

**Timing and hiring cycles:** Given that the UAlbany Impact plan is yet to be approved, and given the timing challenges of some academic hiring cycles, the guidelines outlined below will serve as operating principles to guide the first cycle of hiring opportunities. For positions for which searches must begin by October 15, 2011, proposals must be submitted by September 27. For positions with later search start dates, proposals should be submitted as soon as possible, but not later than October 15.

*It can be expected that the proposals under this first cycle will be necessarily abbreviated, that elaboration of the “ground rules” will likely evolve even after submission, and that the review of proposals will be necessarily compressed. It is recognized that the September cycle will not afford adequate opportunity for full development of proposals, and further, that some units will be precluded from consideration by virtue of the timing of their particular recruitment cycles.*

A second cycle of review is planned for submissions by March 1, 2012, for searches to begin after July 2012. Additional guidance for the March 1 submissions will be provided shortly.

**Principles for consideration:** Plans for hiring new Academic Affairs faculty and staff under UAlbany’s NY SUNY 2020 plan (UAlbany Impact) should:

- Be aligned with the areas of strength and opportunity outlined in UAlbany Impact (most recent version is available for review at: [http://www.suny.edu/Board_of_Trustees/webcastdocs/2020-UAlbanyPlan.pdf](http://www.suny.edu/Board_of_Trustees/webcastdocs/2020-UAlbanyPlan.pdf)) and the UAlbany Strategic Plan ([http://www.albany.edu/strategicplan/strategic.planning.documents.shtml](http://www.albany.edu/strategicplan/strategic.planning.documents.shtml)).

- Be scalable (viable in smaller or larger quantities), given the unknown allocations in the outyears of the UAlbany Impact plan.

- Respond to the increased enrollment expectations and/or the external and grad student support funding (or potential therefore) required under the UAlbany Impact plan.

- A variety of faculty appointment types can be considered, including traditional tenured/tenure-track appointments as well as those that are “research-intensive,” or “teaching-intensive.” Postdoctoral appointments with specific time frame and specific set of productivity and professional development goals may be considered, as could instructional lines with provisions for an extended employment horizon.

- For proposals geared toward external funding and graduate student support funding:
  - External fund estimates vary for different areas in UAlbany Impact. All external funding should include provisions for full support (stipend AND tuition) of graduate student assistants.
Note that the departments/schools/colleges of externally funded faculty will be expected to include 2% salary recovery in all applications. This 2% is separate from any “grant-funded teaching buyout” and will be centrally pooled to provide resources for research support. Possible sharing of grant-funded teaching buyout resources is currently under discussion.

- Proposals for faculty hires with research activity not geared toward external funding should outline the expected excellence to be achieved in research/scholarly/creative work.

- For proposals geared toward instructional activity, there might also be consideration of “buyout” in ways that afford instructional development and dissemination (for instance, opportunities for release time for individual, unit, and u-wide instructional enhancement).

- For proposals contemplating combinations of instruction and grant activity, combinations of the above should be considered.

- Plans for hiring in academic support areas should articulate similar alignment with UAlbany Impact and with the UAlbany Strategic Plan.

Who can make a proposal?

- Faculty, staff, faculty groups, staff groups, departments, department groups, school/college deans, other administrative unit heads, school/college groups, groups of other administrative unit heads.

- A proposal advanced from individuals/groups other than dean/unit director would need to be submitted the relevant dean/unit head for comment and priority information. Please check with that office for the timeline required.

A proposal for UAlbany Impact hiring would include the following (address all that apply; it is recognized that some of the requested information will be necessarily abbreviated for this first submission cycle). Materials should be submitted electronically to the Provost via agerace@albany.edu.

- Description of the proposed hire(s), addressing the issues outlined above
  - Nature and level of appointment (e.g., tenure track assistant prof; lecturer; professional SL-3; assistant librarian)
  - Approximate starting salary

- Number and timing of proposed hires (single, bulk, or a sequence of hires are all possible)

- Actual or expected external funding for faculty in the unit (note: this should include increases in funding among current faculty, not only among new hires)

- Actual or expected graduate student support funding in the unit (note: this should include increases in funding among current external graduate student support sources, not only that provided by new hires)

- Expected scholarly/research, instructional, and service responsibilities (note: this might well include shifts among current faculty/staff, not only responsibilities assigned to the new hires)

- Expected ground rules for grant funded teaching buyouts

- Estimated space needs, and a statement of plans for providing or requesting that space

- Estimated start-up costs

- Proposed term of initial appointment

- Proposed source of salary funds (unit, central, both, external)
Information about the context into which the hire is proposed should also be detailed, including:

- Current external funding of the unit, and history of 3-5 prior years
- Current faculty and staff configuration of the unit, and history of 3-5 prior years
- Current enrollment data of the unit and comparison to Delaware benchmarks, and history of 3-5 prior years
- Current international graduate student enrollment, and history of 3-5 prior years
- Quality indicators for the unit

If the proposed hires would cross two or more units (such as in interdisciplinary faculty hires), outline the expectations for research, teaching, and service contributions in each unit, as well as the standards that will be used (and by whom) to evaluate for promotion/continuing appointment.

For proposed hires in centers that don’t have administrative homes in Academic Affairs (e.g., staff in centers or institutes reporting to the VPR), proposals can be considered using the above parameters, and with priority endorsement by the supervising VP.

**Some important consequences to consider:**

Given the critical nature of enrollment and extramural funds to the overall UAlbany 2020 plan, careful attention will be given to the outcomes of hiring during the five years of the plan. An evaluation of this will begin toward the end of “year 2” following initial hire. The central funding for hiring plans made under the NY SUNY 2020 UAlbany Impact program for whom expected external funding and/or instructional responsibilities (of the individual hire and of the unit) are unmet will be removed. Continued employment for those hired will need to be funded by unit resources. The same will be true if the academic unit overall instructional and/or external funding pattern declines. Similar parameters will apply to the outcomes of hires other than faculty.

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1 Expected annual funding levels for each of the strategic initiative areas is below

<table>
<thead>
<tr>
<th>Strategic Initiative Area</th>
<th>average annual external funding</th>
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<tbody>
<tr>
<td>Human Health Sciences</td>
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</tr>
<tr>
<td>Environmental and Economic Sustainability</td>
<td>$500,000</td>
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<tr>
<td>Emerging Technologies</td>
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<tr>
<td>Public Service and Policy</td>
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<tr>
<td>Entrepreneurship</td>
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<td>Liberal Arts and Sciences</td>
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<td>Arts &amp; Humanities</td>
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<tr>
<td>Social/Historical/Area Studies</td>
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<tr>
<td>Math/Science/Physics</td>
<td>$250,000</td>
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</tbody>
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