

**ST. OLAF COLLEGE
POLICY STATEMENT ON**

GOOD PRACTICES REGARDING FACULTY HIRING

1. A commitment to the stated mission and goals of the college is essential for the well-being of the institution; practices related to faculty hiring are grounded in the college's mission and goals.
2. The foremost considerations in hiring faculty are the needs of the college and its academic programs. The candidate who best satisfies the college's needs as determined by the president and the dean of the college, in consultation with faculty involved in the search process, will be offered the position. Decisions throughout the search and appointment process involve the opinions of more than one person. The president has final authority on all faculty appointments.
3. St. Olaf College is an equal opportunity/affirmative action employer and actively seeks diversity in its students, faculty, and staff.
4. The college's recruiting policies require the development of a pool of applicants through both advertising and recruitment of known qualified persons. All applications of qualified persons will receive serious consideration.
5. Policies related to faculty employment are set forth in the *Faculty Manual* and the *Faculty Handbook*. Information about opportunities for promotion in rank or change in employment status are set forth in the *Faculty Manual*, the *Faculty Handbook*, and other policy documents pertaining to faculty employment.
6. Written position descriptions for faculty openings are available for examination by qualified candidates.

The college keeps records on faculty searches in accordance with guidelines set forth in its voluntary affirmative action plan or as otherwise established by college personnel policy.