
From: UGA Business Services info. <BUSINESS-SERV-L@LISTSERV.UGA.EDU> on behalf of Chad Cleveland <cclevela@UGA.EDU>
Sent: Thursday, August 22, 2013 1:05 PM
To: BUSINESS-SERV-L@LISTSERV.UGA.EDU
Subject: New Process for Budgetary Approval of Research Scientist and Public Service Faculty Positions

TO: UGA Administrators

FROM: Jayne L Smith, Director of Faculty Affairs

DATE: August 22, 2013

RE: New Process for Budgetary Approval of Research Scientist and Public Service Faculty Positions

In order to fully understand and document the rationale for new faculty in the areas of research and public service, Interim Provost Morris has asked the Offices of the Vice President for Research (VPR) and the Vice President for Public Service and Outreach (VPPSO) to develop a process for all units to request budgetary approval to fill research scientist and public service faculty positions. Approval to fill these faculty positions must be received by the hiring unit prior to any search activity taking place. The VPR and VPPSO offices will continue to review and approve appointment packages and electronic personnel documents for all prospective research scientist and public service faculty candidates prior to submission to the Office of Faculty Affairs.

Please refer to the [UGA Faculty Search & Hire Process Checklist, Item I – Budgetary Approval for Position](#), for links to VPR and VPPSO instructions and forms for requesting approval to hire in these faculty positions.

c: Libby Morris, Jennifer Frum, David Lee, Chris Miller

UGA Faculty Search & Hire Process Checklist: http://provost.uga.edu/documents/faculty_hire_process_checklist.pdf