ACAS Questions for Departments/Programs Requesting a Tenure-Track Appointment

ACAS offers the following questions to departments and programs to help them formulate their requests for tenure-track searches. All requests should be mindful of the College’s priorities, including the enhancement of diversity. We also urge departments and programs to indicate how requested hires will contribute to the academic program that they plan to build in the future. Requests need not address every question below. Departments and programs should respond to those that help them best articulate their hiring needs.

Curricular questions

1. How does this request reflect your sense of the current state of your discipline, and your sense of its future?
2. What is the role (historical, current, projected) of the requested position within your field or discipline?
3. What is the anticipated contribution of the requested position to your department’s/program’s curriculum? Would your curriculum be viable without this position?
4. How would this position contribute to college-wide programs or college-wide degree requirements?

Relation to other departments/programs

5. What would be the contribution of the requested position to the curriculum of other departments/programs? Have you discussed this position with other departments/programs? Does the configuration of the position reflect the needs/interests of other departments and programs? Would a joint or collaborative appointment with another department or program be an appropriate way to respond to such needs and interests?
6. To what extent could the courses to be taught by the requested hire be fully or partly covered in another department or at a partner institution?
7. What is your department’s history of cross-department or cross-institution collaboration?

Enrollments

8. What student interest in the courses to be taught by the requested hire do you anticipate? Is this field experiencing increases or decreases in enrollment at Wellesley? At other liberal arts colleges?
9. What trends in department or program enrollments (or in enrollments in related fields) support your request for a tenure-track FTE?
10. What trends in the number of students majoring or minoring in your department or program support your request for a tenure-track FTE?
Staffing

11. What other ways have you considered to respond to increases in student demand besides adding FTE?
12. What impending retirements or other personnel changes are relevant to the requested position?
13. What would a tenure-track hire enable your department or program to do that a non-tenure-track hire would not?
14. What, if any, tradeoffs in FTE might your department or program make over the next five years to support this position?

Relation to institutional mission and priorities

15. How will your department or program design a search that has the best possible chance to enhance the diversity of the College’s faculty and curriculum?
16. How will your requested hire enable your department or program to make its best possible contribution to the excellence of liberal-arts education at the College?