



IUPUI

OFFICE OF ACADEMIC AFFAIRS

FA Box Search Process Overview

Successful searches and successful faculty careers include these steps:

- Pre-search process (analysis of organization; needs assessment; discussion of position as aligned with campus priorities and school-based action plans)
- Search committee orientation (charge from dean; awareness of implicit bias)
- Outreach, recruitment and advertisement planning
- Application review and screening applicants
- Interviewing (use of [standard questions](#) and and scoring rubrics)
- Reference checks
- Candidate recommendations
- Making an offer
- Closing the search
- Onboarding
- Retention and advancement

For questions related to faculty affairs, please contact the
IUPUI Office of Academic Affairs team at acadhr@iupui.edu