

TALENT LINK

STATUS LIST FOR FACULTY RECRUITMENT PROCESS

Search Committee Review:

When a candidate first applies to a faculty position, their status is automatically listed in this status.

Search committee unsuccessful

When the first search committee review is conducted, and it is determined to not move forward with the candidate.

Semi-finalist Review:

Candidates who the search committee is interested in; semi-finalist pool is identified, the list along with the rating sheet/rubric will be assigned to the Department Chair and Dean, via Talent Link, for review and approval.

Semi-finalist Interview Unsuccessful:

After conducting an interview, it is determined to not move forward with Candidate at this stage in the process.

Request Confidential Letters of Recommendation:

This status is used to request letters of recommendation on behalf of the Candidate. The referees solicited are those listed in the application.

Finalist Review

Candidates who the search committee is interest in and were previously approved by the Department Chair and Dean. The finalist pool must be reviewed and approved by the Department Chair, Dean and the Vice Provost for Faculty Affairs prior to the finalist interviews.

Finalist Interview Unsuccessful

After conducting an interview, it is determined to not move forward with Candidate at this stage in the process.

Offer Preparation:

When the Department Admin is filling out the offer card with the offer details to be approved.

Offer accepted:

After the selected candidate has accepted the offer.

Offer declined

After the selected candidate has declined the offer.

Hired

This status indicates the selected candidate has accepted an offer and cleared the background check.

Removed

This is used to remove an applicant / application from a requisition. This is limited to HR use only.

Withdrawn:

Candidate has determined that they want to be withdrawn from the recruitment process. This includes reasons around relocation or salary.

Ineligible for Rehire:

Candidate's offer has been rescinded due to an event between completion of background check and hire date

Incomplete

An application was started but the applicant has not submitted it for review.