ADEO & Academic Recruitment Updates for February 2016

The following are updates regarding academic recruitment processes, recruitment plans and AP Online Recruit:

OADEO Customer Satisfaction: Survey Closes 02/19/2016

> Please partake in our Customer Service Satisfaction Survey if you have not done so. This will be of enormous help to us in identifying ways to better serve you, thank you! https://www.surveymonkey.com/r/CWR9NLD

Faculty Career Development Program AY 2016-2017: Application Deadline 04/01/2016

> The EVC of Academic Affairs implements the FCDP to support our junior faculty in their effort for advancement to a tenured level. This year the program will be open to applications from LPSOE's, in addition to the previously listed Academic Titles and Ranks. Please submit application documents to adeo@ucsd.edu
> http://academicaffairs.ucsd.edu/aps/adeo/equal-opportunity-programs/fcdp.html

Meaningful OFCCP Outreach Webinar: Thursday, February 25, 2016, 10 PT

> ADEO highly recommends attending this FREE SoCal HERC Webinar, with Tim Trittin and Bill Fanning from JobTarget, to understand the spirit of the OFCCP regulations in addition to regulations and learn practical steps in implementing outreach efforts to qualified applicants.

Inactive Recruitments

> Please remember that any activity on an inactive recruitment, such as the submission of reports, will not alert the individuals listed on the workflow, it must be marked as "active" for notifications to take place. The "Working with the Search Plan," section of the Help Manual can help identify when a recruitment is inactive. Once the recruitment is reactivated, reasoning for the reactivation must be placed in the comments section of whichever report is being submitted for approval. http://academicaffairs.ucsd.edu/_files/aps/adeo/RecruitHelpManual.pdf

Recruit Updated Features:

- The term "Diversity Reports" in the Recruit system has been replaced with the more accurate and more universally understood "Applicant Pool Report," and "Shortlist Report."
- Users can now preview the JPF, when in draft form, before it's published. This preview should make it easier to catch mistakes before submitting and posting.
- A second Search Plan link is added to the Reports tab, which should make the plan much easier to find when you need it. No more digging around the application!
- Committee chairs and editors (as well as Additional chairs and editors) can now upload Ad Evidences on the Advertisements page.
- An editable Job Location field is now available to in the Search Plan stage, the analyst may enter the city and state, and Recruit displays it to applicants on the recruitment details page.

Recordkeeping:

> Due to our current OFCCP audit which encompasses records from the previous five years please do not destroy any hiring related documents since 2009 until further notice by OADEO.

Black History Month

> OADEO recognizes and celebrates the contributions to history and the lasting impact of the black community to UC San Diego and the nation. To learn more about Black History Month please visit the link below:
> http://www.africanamericanhistorymonth.gov/about.html

ADEO Updates Archive:

> Please view our past updates at http://academicaffairs.ucsd.edu/aps/adeo/index.html