




FLORIDA STATE UNIVERSITY
COLLEGE OF ARTS & SCIENCES
Office of the Dean

MEMORANDUM

To: Department Chairs

From: Sam Huckaba, Dean 

Re: Faculty Recruiting for 2025-26

Date: 3/20/24

With this memo I ask that you prepare for next year's tenure-track faculty recruiting season. To assist with our planning please submit departmental requests that cover **two** years. You may also submit a supplemental longer-range hiring plan to cover additional years of faculty recruiting, beyond the two-year request. It is understood that this document might take the form of incremental updates to what was submitted in previous years.

As you prepare your formal request, please follow these guidelines.

- Each requested position should include justification based on, but not limited to, support of the department's missions, present and future departmental priorities, teaching and research demands, and faculty attrition.
- Because we continue to be at or near capacity on available office and lab space, each requested position must be accompanied by a commitment to provide necessary space. Stated differently, the absence of an ability to provide space may result in denial of a position request.
- Requested positions should be listed in priority order.
- For each requested position, indicate clearly whether it is being proposed as a replacement position (in a quantitative sense) or a growth position.

Please submit your requests electronically to Sheryl Grossman by 5/20/2024.