



A message from the Vice Provost for Faculty Affairs to candidates being considered in searches for appointments with tenure:

Hello, and congratulations on your selection for an interview for a tenured position among our faculty at KU! I hope you are enjoying interacting with our faculty, staff, and students.

I'm Chris Brown, a professor in the Department of Geography and Atmospheric Science and in the Environmental Studies Program. I've served as the Vice Provost for Faculty Affairs since 2017. In anticipation of processes that might become relevant, I want to explain how KU makes a final, formal offer to candidates for a position with tenure at a particular rank.

- Once all campus interviews are done, the chair/dean or designee from the hiring unit reaches out to the preferred candidate to make a verbal offer, which would include communicating the intent to hire with tenure at a particular rank.
- The unit then conducts an expedited review of the candidate's record as it relates to the criteria outlined in the unit's promotion and tenure guidelines. The unit may request additional information from candidates to consider in the review.
- Based on that review, the department/school makes a recommendation to the Provost to hire the candidate with tenure and at a particular rank.
- The Provost, or their designee, reviews the recommendation and the candidate's record in relation to the promotion and tenure guidelines of the unit and certifies whether the hire may be made with tenure at a particular rank.
- We do all we can to complete the review of appointing a candidate with tenure and at a particular rank to around two weeks.

If there are any questions about what I've described above, please feel free to reach out to me directly at [jcbrown2@ku.edu](mailto:jcbrown2@ku.edu). I'm happy to answer any questions you have.

Again, congratulations, and best of luck as the search continues!

Sincerely,  
Chris



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