Policies: University Staff Recruitment Policy

Policy Purpose

The purpose of this policy is to provide a framework for UW System institutions to use in the development of merit-based recruitment, selection, and hiring processes that produce a talented, effective workforce and that reflect UW System’s commitment to the principles of equal employment opportunity, non-discrimination, and diversity.

Policy Background

Wis. Stat. § 36.09(1)(e) authorizes the Board of Regents to appoint the requisite number of limited appointees, faculty, academic staff, and other employees. Several Regent actions have served to delegate much of the appointment authority to the System President, who in turn further delegates this authority to the chancellors.

Wis. Stat. § 36.115 requires the Board and the UW-Madison Chancellor to establish and maintain personnel systems separate and distinct from Wisconsin’s civil service system as established under Chapter 230 of the Wisconsin Statutes. After the Board of Regents adopted Resolution 11038 (adopted June 7, 2018) for all UW System institutions regarding employee personnel files and reference checks, this policy was modified to address concerns related to sexual violence and sexual harassment.

Faculty and academic staff recruitment policies are outlined in UWS 3.02 and UWS 10.02(1) of the Wisconsin Administrative Code, respectively. The majority of limited appointee recruitment follow established university recruitment policies. However, recruitment procedures for chancellors, senior vice presidents or vice presidents are outlined in Regent Policy Document 6-4, Search and Screen Procedures for Chancellors, Senior Vice Presidents or Vice Presidents.

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