

Faculty Waivers

What Are Waivers?

- Waivers are used in cases where the department has a reason or need to hire outside of the formal recruitment process
- Waivers are considered and approved as **exceptions** when the absence of a search does not impact equity and the search request meets the following requirements:
 - Under special circumstances, when it can be demonstrated that the absence of advertisements and a regular search do not conflict with achieving equity and locating the person who best meets the University's standards, provided certain conditions are met, advertisements may be omitted.
 - Advertising and search requirements may be waived in the case of individuals who possess credentials that the recruiting unit believes makes them best qualified for a particular position and whose appointment would bring unique skills, perspectives, and experience to the University not currently available and unlikely to be available in a timely way following normal advertising and search procedures.
 - Individuals whose appointments "would bring unique skills to the University" as noted above can include the following: **(1)** outstanding professional achievement or **(2)** women and minorities where there is underrepresentation in the department and the appointment would add to the diversity of the department; **(3)** spouses of successfully recruited candidates, where the timing of the negotiations with the successfully recruited candidate requires the immediate ability to respond to the candidacy of the spouse for the position in question.
 - Advertising and search requirements may be waived in the case of emergency appointments, where academic departments and administrative units need to make an appointment to meet an unforeseen personnel emergency, for example, death, medical incapacitation, or immediate resignation of a current employee.

Faculty Waiver Types

Unique Qualifications
Employment Pursuant to Grants
Emergency Appointment
Spousal Hire
VITAE Hire
Minority Hire
Other

Employment Pursuant to a Grant

- Type of waiver used when employing persons who are identified as principal investigators or co-principal investigators on grant applications. Exceptions to the normal Equal Opportunity search requirement may be granted when the following requirements are met:
 - Such exceptions, if granted at all, are limited to the employment of those identified as principal investigators or co-principal investigators in the grant application who are already at the University of North Carolina at Chapel Hill as postdoctoral research associates, clinical fellows, or other similar titles in this category, at the time of submission of the grant application and who are proposed in the grant application to be employed by the university in non-tenure track EHRA positions only.
 - The department must certify that the submission of the application and proposed employment are based on the academic merits of the application and not on any impermissible considerations.
 - The approval of the exception to the search requirement and the employment itself shall be conditioned upon the successful award of the grant application.
 - The employment of an individual for whom an exception is granted shall be limited to the duration of the grant.

VITAE Hires (previously "Targeted Hiring Program")

- **Purpose:** to attract accomplished and talented new faculty members from underrepresented groups for tenure track appointments at the University of North Carolina at Chapel Hill.
 - This may include individuals who grew up in economically disadvantaged circumstances, individuals with substantial professional experience working with minority and economically disadvantaged populations; individuals doing significant research on issues that disproportionately affect minority and disadvantaged populations; and individuals whose teaching or research specialty is in a field that is currently underrepresented in the University faculty.

- **Salary Funding:** This program provides up to full-salary for a period of up to 4 years at the discretion of the Executive Vice Chancellor & Provost. There is no maximum salary for this program; however it is dependent upon the availability of funds at the time of application. It is expected that after the initial four years, the hiring unit will assume fully the support of any faculty member hired under this program.

Faculty Spousal and Partner Hiring Assistance Program

- **Purpose**

- Recognizes that success in recruitment often depends on the opportunity to facilitate appointment of an accompanying academic spouse
- The program is used to facilitate the employment of spouses of new tenure-track or tenured faculty who are being recruited to UNC-Chapel Hill or area universities
- The Office of the Executive Vice Chancellor & Provost will assist departments and colleges by providing matching funds in support of such appointments

*** **Not a program for spouses of already employed faculty members*****

- **Who's Who?**

- **Recruited faculty appointee** refers to the individual being recruited and for whom there is an academic spousal appointment assistance issue
- **Accompanying academic spouse** refers to a person with appropriate faculty academic credentials who is a qualifying spouse or domestic partner
 - Must become a candidate for a position (fixed-term or tenure-track) and be appointed through the regular university hiring processes
 - The continuation of the appointment shall be entirely under the purview of the unit in which that individual is appointed in accordance with all personnel policies and procedures applicable to similar appointments in the unit. The letter of appointment should explicitly state if, beyond the first three years, the position is contingent on the availability of funds from the **accompanying academic spouses'** home department.

- **Salary Funding**

- The unit which appoints the **accompanying academic spouse** provides a minimum of one-third (minimum 33 1/3%) of the salary and associated benefits of the **accompanying academic spouse**;
- The unit which appoints the **recruited faculty appointee** provides a minimum of one-third (minimum 33 1/3%) of the salary and associated benefits of the **accompanying academic spouse**;
- The Office of the Executive Vice Chancellor & Provost provides up to one-third (maximum 33 1/3%) of the salary and associated benefits for hiring the **accompanying academic spouse**.
- The salary funding for the position to which the **accompanying academic spouse** is appointed will be provided for three years.
 - Funds provided will revert to the Office of the Executive Vice Chancellor & Provost or the units when the appointment of the **accompanying academic spouse** ends

*****Spousal Hires may be arranged between UNC-Chapel Hill and other area universities*****

SCENARIO 1: primary hire is in a UNC department & the spousal hire occurs in another university

- The UNC department making the primary hire provides 1/3 of the spousal salary,
- The Provost of the other area university provides 1/3 of the spousal salary, and
- The spouse's department at the other area university provides 1/3 of the spousal salary.

SCENARIO 2: primary hire is at another university & the spousal hire occurs at UNC

- The department at the other university making the primary hire provides 1/3 of the spousal salary,
- The UNC Provost provides 1/3 of the spousal salary, and
- The spouse's department at UNC provides 1/3 of the spousal salary.

- Approval of funding for a spousal hire under this Policy does not constitute waiver of the requirements of the [University Anti-Nepotism Policy](#)

- **Policy Guidance on Definition of Spouse and Partner Status**

The Office of the Executive Vice Chancellor & Provost requires that the accompanying spouse/partner either be legally married to the appointee or a “domestic partner” of this individual.

The definition of “domestic partner” is: two individuals (regardless of gender) who have reached age 18 or older, who live together in the same residence in a long-term relationship of indefinite duration with an exclusive mutual commitment, who are not married or related to the other by blood or marriage, and who are responsible for each other’s welfare and share financial obligations, as evidenced by three of the following types of documentation which should be provided upon request: (a) joint mortgage or lease; (b) designation of domestic partner as beneficiary for life insurance; (c) designation in will of domestic partner as primary beneficiary upon death; (d) domestic partnership agreement; (e) powers of attorney for property and health care; and (f) joint ownership of a motor vehicle, joint checking or savings account, or joint credit account.

Remember...

Waivers of recruitment only waive the recruitment process. All other hiring steps must be taken, such as a background check, dossier/standard order documents, I-9, etc.

Notes

Source: <https://hr.unc.edu/files/2018/01/EPA-Recruitment-and-Selection-Procedures.pdf>

VITAE Hiring Guidelines: <https://academicpersonnel.unc.edu/policies-and-procedures/faculty-recruitment/vitae-hiring-guidelines/> and <https://casbo.web.unc.edu/chairs-manual/hiring/>

Faculty Spousal and Partner Hiring Assistance Program: <https://academicpersonnel.unc.edu/prospective-faculty-information/faculty-spousal-and-partner-hiring-assistance-program/> and <https://casbo.web.unc.edu/chairs-manual/hiring/>