From:	Antonette Toney <antonette.toney@ucr.edu>
Sent:	Monday, August 04, 2014 7:38 AM
To:	faculty@scotmail.ucr.edu
Subject:	AP Recruit System Implementation for the 2014-2015AY (Sent on behalf of Interim Vice Provost Trumble}

Dear Colleagues,

I am pleased to announce that the UCR campus will go live with a mandatory deployment of the AP Recruit System for all 2014-2015 academic recruitment plans covered in the Affirmative Action Recruitment Guidelines. Beginning August 8, 2014, all academic recruitment plans must be entered and approved in the AP Recruit System. Paper recruitment plans will no longer be accepted via email after August 7, 2014.

AP Recruit is a secure online academic employment recruitment management system, supporting the entire recruitment workflow from creation and approval of a recruitment plan, application, reference gathering, reviewing by the search committee, creation of diversity reports, shortlist approval, and, finally, selection of a hired candidate. In 2011, as part of the UC Working Smarter Initiative, the University of California selected UCI's Recruit system for system-wide deployment at all 10 UC campuses.

Last year, UCR launched a successful pilot deployment of the AP Recruit system in the 2013-2014AY which took place from September 2013 through June 2014. During that time, our campus managed 121 senate and non-senate recruitment plans in the AP Recruit online system. Mandatory *in-person* training is required annually for all staff before gaining access to the system. Mandatory *online* training is required this fiscal year for all search committee members and approvers prior to accessing applicant data or recruitment plan information for 14-15 AY Recruitments. Search Committee members and approvers will receive a separate email with links to AP Recruit training and resource materials.

For more information about the AP Recruit system please visit our informational website. The website contains training materials including Search Committee Chair and Reviewer quick reference guides and policy documents including the Academic Hiring Toolkit.

If you have questions about the AP Recruit System, please email staff in my office at aprecruit@ucr.edu.

Best Regards,

John Trumble
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