

	<p>Appendix 4 to Professorship policy VU:</p> <p>Specimen AAC advisory report on the recruitment and selection of professors and endowed professors</p>
	<p><i>Submit this form as an appendix to the (endowed) professorship nomination file.</i></p>

Chair	
Faculty	
Department	

Conditions governing the composition of the AAC

- * Chair: dean or a professor/departmental head (not from the appointing department)
- * 1-2 senior professors (not from the appointing department)
- * 1-2 members of the academic staff of the appointing department or a related department (professors or associate professors)
- * Director of iOZI, if the appointment is in the relevant discipline
- * Operations Director and/or Personnel Consultant
- * A member of any other VU faculty whose activities interface with the discipline in which the appointment is to be made
- * At least two female members
- * 1-2 external (i.e. non-VU) academic advisers, preferably professors, with expertise in the relevant academic field
- * A student as an advisory external member (facultative)
- * In the case of an endowed professorship: no more than one representative of the sponsor

AAC	Gender	Title	Name	Position	Department
1 chair					
2					
3					
4					

AAC	Gender	Title	Name	Position	Department
5					
6					
7					
8					
9					
10					

1. Recruitment
Journals (Dutch and non-Dutch), websites

Agencies used, other forms of recruitment (targeted scouting)

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Job/competence description used for recruitment (advertisement text/instructions given to agency)

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2. Selection

Number of applicants	<input type="text"/>
Number of female applicants	<input type="text"/>
Number of international applicants	<input type="text"/>
Number of applicants invited for first interview	<input type="text"/>
Number of female applicants invited for first interview	<input type="text"/>
Number of international applicants invited for first interview	<input type="text"/>

3. Account of the recruitment and selection process and reasoning:

Process

AAC activities (number of meetings, method, prior arrangements etc)

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Method used to select candidates and account of the selection process
(number of application rounds and method(s) used: case studies, presentations, written research proposals, trial lectures, etc)

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If the nominee is a man, the steps taken to identify and approach potentially suitable women

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Procedural

Matters considered by the AAC

Where relevant: candidates' considerations (in the event of withdrawal)