

# **UIC** FACULTY AFFAIRS POLICIES, PROCEDURES, AND GUIDELINES

**SECTION: FPPG 100 – Appointment Types and Appointment Processing  
NUMBER: 104**

**SUBJECT: Partner Accommodation Program Policy**

**APPROVED BY: Provost** **EFFECTIVE DATE: March 2004**  
**(Revised March 2011, updated June, 2012)**

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**OBJECTIVE:** To recognize the importance of accommodating dual-career academic couples and the key role that a formal partner accommodation policy can play in the recruitment and retention of the highest caliber faculty.

**POLICY:** The Provost's Office recognizes that successful recruitment or retention of a faculty member is often dependent on the availability of a suitable job for the faculty member's spouse/partner. Given this recognition, the Provost's Office will provide financial assistance to departments hiring a faculty member's spouse/partner. Generally, the department hiring the spouse/partner would not be the same department making the primary hire, however it is not unusual for both the primary hire and the secondary hire to be in the same department.

For three years the partner's salary will be split equally (one-third) between the Provost's Office, the department making the primary hire, and the department hiring the partner. At the end of three years, the department that hired the partner will assume 100% responsibility for the partner's salary. This arrangement will insure that the hiring department carefully considers the long-term suitability of the partner. The department **(with the support of its college)**, making the primary hire may choose to extend support beyond three years and it is free to make such arrangements with the department that hired the partner, but the Provost funding will cease after three years.

Any partner accommodation program should be restrictive enough so that it does not weaken the fair hiring practices that this campus has worked so hard to maintain. Therefore, requests under this program should be limited to outstanding faculty whom we would otherwise not be able to recruit or retain. In all cases it is important to stress that there is no guarantee of employment for a spouse/partner. Only qualified candidates who meet the standards of the hiring unit and are endorsed by that department will be considered for assistance.

If funds are provided under the Underrepresented Faculty Recruitment Program, no additional funding will be provided the Partner Accommodation Program.

**APPLICABILITY:** The program is applicable to new faculty (indefinite tenure or tenure-track) hires or to retain a tenured or tenure-track faculty member as part of a counter offer. Additionally, the program's primary intent is to assist partners in obtaining a faculty (tenured or tenure track) position at the University of Illinois at Chicago (UIC). However, if an accommodation is more appropriate for an academic professional position or clinical appointment, such requests will be considered. Appointments with less than 100% time will also be considered.

**PROCEDURE:** Once both departments are in agreement over the suitability of a candidate for a vacant position, all regular departmental hiring procedures have been completed, and both units agree to the salary split, a request for financial support should be sent to the Provost's Office. Attached to the completed Partner Accommodation Request Transmittal form, should be the request for financial support, signed by both Deans, containing justification based on the credentials of both the primary hire and the partner hire, including copies of both vitae. The justification should explain both departments' objectives and detail how the hires complement those objectives. All requests should indicate the resources that the department/college is providing from its base, including reallocated resources.

A partner accommodation request will be evaluated on the basis of the quality of the hires as well as the program performance measures that are applied to all funding requests. Deans will be informed of approvals at the earliest possible date.

**REFERENCES:**

March 1, 2004 Implementation memo from the Provost  
[Partner Accommodation Request Transmittal Form 1000-J](#)