Adjunct Recruiting/Hiring Process (Current - Summer 2018) Chair/Lead Chair/Lead Requisition is Chair/Lead Courses are Chooses Created Identifies Opening assigned Candidate New Hire packet is New Hire Packet is 'Good to go' email processed and sent to candidate is sent adjunct instructor is set up in the system ISS **FLAC Processing** begins Candidate Candidate completes packet Teaching Begins and credentialing requirements Credentialing Credentialing documents are Confirm that requested from credentials have

been recieved

candidate