

APPOINTMENT INFORMATION FOR TERM FACULTY

COMPLETE THIS PORTION AND ATTACH A COPY TO CANDIDATE'S *CURRICULUM VITAE* FOR DEAN'S OFFICE

NAME _____

STARTING DATE _____

ADDRESS _____

CITY/STATE/ZIP _____

SUGGESTED RANK _____

HOME DEPARTMENT _____

SABBATICAL/LEAVE REPLACEMENT FOR: _____

TYPE OF APPOINTMENT:

FULL TIME

PART TIME (Indicate FTE below)

_____ Term (____ years)
 _____ Terminal (1 year)

_____ Term (____ years)
 _____ Terminal (1 year)

TOTAL FTE BY TERMS:

Sem. I

Interim

Sem. II

TOTAL FTE

Example:

.33

.17

.50

1.00

FTE BY TERM:

BREAKDOWN OF TOTAL FTE:

Example: FTE Type: Teaching Account No. 11181 Account Title First Year Writing FTE .33
FTE Type includes: teaching, administrative, grant/research or organized activity

NOTE: FTE Breakdown must equal **Total FTE**.

FTE Type: _____ Account No. _____ Account Title _____ FTE _____

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APPROVED: _____

HOME DEPARTMENT CHAIR

OTHER CHAIR(S) OR PROGRAM DIRECTOR(S)

TO RECOMMEND AN APPOINTMENT COMPLETE THIS PORTION AND RETURN ORIGINAL TO THE DEAN'S OFFICE. PLEASE MAKE SURE BOTH SECTIONS ARE COMPLETELY FILLED OUT.

RECOMMENDED BASE SALARY: \$ _____

ACTUAL SALARY: \$ _____

SPECIAL CONSIDERATIONS/CONDITIONS: _____

APPROVED: _____

ASSOCIATE DEAN

A. OSTEEN, ASSISTANT PROVOST