

OFFER OF FULL-TIME FACULTY APPOINTMENT

Tenure-Track Only

Name _____

Department _____ Rank _____

Start date: September 1, 20____. Note that the start date is always September 1 unless there are visa issues, in which case a specific start date must be included here: _____

Length of initial appointment _____

Terminal degree in hand? Y/N If not, date expected: _____

Recommended salary \$_____ Moving Expenses requested? Y/N

Start-up or other agreed upon expenses? _____

1. Next review of candidate: Reappointment? Y/N Tenure? Y/N

2. Scheduled date of tenure decision: AY 20_____

3. Credit toward tenure for prior teaching experience? _____ years

4. Explicit statement of any administrative responsibilities (e.g., department chair, specific program directorship):

5. Explicit statement of any duties expected other than the normal duties stated in the Faculty Handbook:

6. Explicit statement of any criteria to be used, or specific persons to be involved, in the future evaluation of this faculty member:

NOTE: Submit this form to Deb Brenner in the Provost's office, complete with CV, letters of recommendation, and signatures from the search committee chair and the department chair. The Provost's office will obtain the remaining signatures. A copy of the contract letter will be sent to the department and the Director of HR.

Search Committee Chair _____ Date _____

Department Chair (if different from above) _____ Date _____

Committee on Personnel _____ Date _____

Provost _____ Date _____

President _____ Date _____

