

FACULTY APPOINTMENT RECOMMENDATION

FORM A

Name:	
ID #:	
Rank:	
Admin. Title:	
Department:	
Discipline:	
Start Date:	End Date:
New Position for Current Employee	Tenured Tenure-Track
New Hire (attach CV)	Non-Tenure-Track

Index #:

**Service Basis**

Less than 9 Months 9 Months 12 Months	Full-time
	Part-time Fall:            Spring:            Summer: %                    %                    %

**Salary**

9 month - FTE Annual Salary: \$
Actual Salary: \$

**Special Conditions of Employment:**

**Education (Date, Degree, Institution, Major, Area of Specialization) and Professional Certification(s):**

Does this person have a terminal degree in a relevant and appropriate field for their assigned teaching/research supervision duties?

- Yes *Tenured & Tenure-Track: review [Faculty Handbook](#). Inform Graduate School if Full Appointment is not advised. Non-Tenure-Track AND will teach/supervise graduate students: submit [Recommendation for Appointment to Graduate Faculty Status form](#) to the Graduate School.*
- No *Please complete and attach the [Faculty Qualifications Assurance Form](#).*
- N/A *Assignment is for [co-curricular courses](#) only. By signing, the supervisor attests they have reviewed the faculty's qualifications and determined they are appropriately qualified, trained, and supported for course assignment.*

**Recommended by: (Signature)**

**Date**

**Department Head / Chair**

**Dean/Director**

**Compliance Review:**

**Academic Employment - HR**

**Institutional Equity & Inclusion**

**Approved by:**

**Provost**

**President**