|  |  |  |
| --- | --- | --- |
| **Dates for Routing:** |  |  |
|  | **Received/Sent** |  |  | **To Be Completed By the Dean:** |
| **Dept.** |       | **/** |       |  |  |  |
| **Ad Hoc** |       | **/** |       | **(optional)** |  |  |
| **Dean** |       | **/** |       |  |  | [ ]  **Concur with Dept Recommendation** |
| **APO** |       | **/** |       |  |  | *DEAN'S APPROVAL:* |       |
| **CAP** |       | **/** |       |  |  |  |
| **EVC/CHANC** |       | **/** |       |  |  | [ ]  **Letter Attached** |

|  |  |  |
| --- | --- | --- |
| NAME: |       |  |
|  |  |  |  |
| DEPARTMENT: |       | COLLEGE: |       |
|  |  |  |  |
| Highest Degree: |       | Date Received: |       |
|  |  |  |  |
| Name of University: |       |  |
|  |  |  |  |
| Major Subject or Field: |       |  |

PROPOSED STATUS

|  |  |  |
| --- | --- | --- |
| Title: |       |  |
|  |  |  |
| Salary Recommendation: |       | (*total salary recommended*) |
|  |  |  |
| Basis: | [ ]  Academic Year | [ ]  Fiscal Year |
| If the appointment is more than $100.00 less than an Assistant Professor Step IV, then **attach** the salary approval from the EVC&P. |
|  |  |  |
| Approval Date of Salary: |       |  |
|  |  |  |
| Effective Date of Appointment |       |  |
|  |  |  |
| Annotate a realistic date when the candidate needs to know the Chancellor/EVC's decision: |       |  |
|  |  |  |  |
| CHANCELLOR/EVC FINAL DECISION: |  |       |  |
|  | Signature | Date |  |