

NEW APPOINTMENT/REAPPOINTMENT SUMMARY
MANAGERS AND STAFF

Candidate/Employee: _____

Date _____

Position #	New Line <input type="checkbox"/>	Replacement <input type="checkbox"/>	Structural Reclassification <input type="checkbox"/>
Funding Source			
Needed \$ Amount			
Available \$ Amount			

Division _____ Start Date _____

 Preauthorization Requested

Position # _____ () 10 Month () 12 Month

NEW APPOINTMENT INFORMATION

Range, Step _____ Salary _____

Local Title _____

Generic/State Title _____

Education
Employment (Last Three Years)

_____	_____
_____	_____
_____	_____

 Dean/Director's Signature/Date

 Provost/Vice President's Signature Date

 Human Resources' Signature/Date

 Affirmative Action Officer's Signature Date
 (Confirmation of Compliance)

REAPPOINTMENT INFORMATION

() Year 1 () Year 2 () Year 3 () Year 4 () Multiyear

Current Local Title _____

Current Generic/State Title _____ () 10 Month () 12 Month

Current Range _____ Current Salary _____

Dean/Director's Recommendation:

 Dean/Director's Signature Date

Vice President's Recommendation:

 Provost/Vice President's Signature Date

PRESIDENT'S RECOMMENDATION/DECISION FOR NEW APPOINTMENT/REAPPOINTMENT

_____ Recommended to the Board of Trustees for Approval

 President's Signature/Date

_____ Not Recommended to the Board of Trustees for Approval

BOARD OF TRUSTEES MEETING DATE: _____