

Approval to Hire a Faculty Member

(Please attach the offer letter, curriculum vitae, tenure status form, and approved Start-Up Request form, if applicable. The "Official Transcript Authorization/Degree Verification for New Faculty", and "Background Check Request Form" must be sent in as well, from either the potential faculty member or the department for processing to begin.)

Position Information

Position Title: _____ Search Tracking Code: _____

College: _____ Department: _____

Appointment has one the following conditions:

Requesting appointment that is a non-tenure track position

Requesting appointment that is a tenure-track position probation period

Faculty Member Information

Faculty Name: _____ Sex: _____

Current Email: _____ Citizenship: _____

Mailing Address: _____ Ethnicity: _____

Expected Start Date: _____ Starting Salary (FTE/Monthly): _____ Percent Time: _____

Has this person been employed by TAMU in the past: _____

If so, what college: _____ What department: _____

Benefits

Teaching:

How will this faculty member contribute to the teaching mission and quality of instruction (i.e., class size, lower/upper division) of the department? Will he/she teach undergraduate and/or graduate students? Please indicate the expected teaching load for each of the first three years.

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Research and Collaboration:

What will this faculty member bring to the research/scholarship program? Describe collaborations this person will have in your department and, if applicable, other departments and any possible research equipment sharing possibilities. Estimate how this will increase scholarship, funding, and visibility to A&M.

Diversification of Department Faculty:

This offer aids in strengthening the goals of the university by:

For Tenure and Tenure Track Hires:

Do you have on file all information asked for on the Faculty Documentation Checklist?

Signatures

Submitted: _____
Department Head

Approved: _____
Dean

Approved: _____
Dean of Faculties and Associate Provost

Approved: _____
Dr. Karan L. Watson
Provost and Executive Vice President for
Academic Affairs