

**COVER SHEET FOR APPOINTMENTS: DEAN'S FINAL DECISION AUTHORITY**
**Dates for Routing:**

	<i>Received</i>	<i>Sent</i>
<i>Dept.</i>	_____	_____
<i>Dean</i>	_____	_____

**To Be Completed By the Dean:**
☐ *Concur with Dept. Recommendation*

DEAN'S APPROVAL: \_\_\_\_\_

☐ *Letter Attached (Optional)*

DATE: \_\_\_\_\_

Name: \_\_\_\_\_

Department: \_\_\_\_\_

College/School/Division: \_\_\_\_\_

Highest Degree: \_\_\_\_\_ Date Received: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
*(for Acting appointments only)*
**UNIVERSITY**

Name of University: \_\_\_\_\_

Major Subject or Field: \_\_\_\_\_

Years Toward the 8 Year Rule: \_\_\_\_\_

**APPOINTMENT STATUS**

Rank &amp; Step: \_\_\_\_\_

Salary: \_\_\_\_\_ *(total salary approved)*

Pay Basis: (check one) ☐ Academic Yr. ☐ Fiscal Yr.

Percentage of Appointment: IR \_\_\_\_\_% OR \_\_\_\_\_% CE \_\_\_\_\_%

Off-Scale Recommendation: \_\_\_\_\_ *(amount of off-scale Recommended)*

Effective Date of Appointment: \_\_\_\_\_

Research Specialization: \_\_\_\_\_