



EASTERN OREGON UNIVERSITY

Recommend to Hire or Change of Appointment

To: Provost/Vice President _____ From: _____
Name: _____ ID# _____
Mailing Address: _____
Position Title: _____
College/Department: _____

Appointment Dates: _____ to _____
Salary: 9 month rate (step _____)
12 month rate (Pay Plan _____, Range _____)
Market Adjustment _____
Adjusted Salary _____
Contract Length (months) _____
Salary adjusted for contract length, if applicable: _____
Appointment fte: _____
Annual salary: _____
Division chair stipend, if applicable: _____
Total appointment salary: _____

Rank:
[] Instructor
[] Senior Instructor
[] Asst. Professor
[] Assoc. Professor
[] Professor
[] No Rank
(Type of Appointment:
[] Teaching faculty
[] Administrative Faculty
[] Executive Staff/Dean)
(Tenure:
[] Fixed Term
[] Annual Tenure
[] Indefinite Tenure)
(Annualized FTE required
Term FTE required if less than 1.0
Summer _____
Fall _____
Winter _____
Spring _____
Annualized _____)

Conditions/Comments: (attach an additional page if necessary)

Position Budget: New position: [] Yes Position number: _____
[] No (name of person replacing _____)
Index Code _____ Amount or Percent _____
Index Code _____ Amount or Percent _____
Index Code _____ Amount or Percent _____

Approved: Provost/Vice President _____ Date _____
Budget Office _____ VP Business/Finance _____ Date _____