RECOMMENDATION FOR REAPPOINTMENT

Faculty Member: «FIRSTNAME» «LASTNAME»
Department or School: «DEPT»
Date of First Appointment: «ORIGINAL_APPT_DATE»

The *Faculty Handbook* requires that a faculty member with a tenure-track appointment who is not to be reappointed to a third year of service must be notified no later than December 15, 2013. [Faculty Handbook 3.5.5.b.]

The department needs to consider the reappointment of this faculty member for the 2014-2015 academic year and inform the Dean of its recommendation. **Please complete this form and return it to Susan Bayliss no later than Friday, November 15, 2013.**

[ ] Department recommends reappointment to a third year
[ ] Department recommends non-reappointment

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This faculty member will be assigned to teach the following classes in academic year 2014-2015.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course/Sec. No.</th>
<th>Estimated Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2014</td>
<td></td>
<td></td>
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<tr>
<td>Spring 2015</td>
<td></td>
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</tbody>
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Tenure-Track faculty are expected to teach four courses per year. Any exceptions must be approved on an annual basis by the Dean. Please attach a copy of the Permission for Reduced Teaching Load Form, if necessary.

_________________________________  ____________________________
Department Chair                          Date

_________________________________  ____________________________
Dean                                         Dean