

## UNIVERSITY OF LOUISVILLE – PERSONNEL RECOMMENDATION (P103)

Employee ID \_\_\_\_\_

Job Opening # \_\_\_\_\_

Faculty Member's Name \_\_\_\_\_

Highest Degree \_\_\_\_\_

Institution Degree Earned \_\_\_\_\_

**Recommendation:**

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> New Appointment       | <input type="checkbox"/> Additional Appointment       | <input type="checkbox"/> Promotion        | <input type="checkbox"/> Resignation         |
| <input type="checkbox"/> Reappointment         | <input type="checkbox"/> Leave                        | <input type="checkbox"/> Tenure           | <input type="checkbox"/> Expiration of appt. |
| <input type="checkbox"/> Change of Appointment | <input type="checkbox"/> Endowed Chair/Scholar Review | <input type="checkbox"/> Tenure/Promotion | <input type="checkbox"/> Retirement          |

Other Actions/ Remarks: \_\_\_\_\_

Faculty Appointment Type (check one):  Tenure       Tenure Track       Term       Part-Time

Type (check one):

Present Rank & Position, Dept./Unit at UofL: \_\_\_\_\_

Recommended Rank & Position, Dept./Unit at UofL: \_\_\_\_\_

Start and End Dates

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Appointment Type:

- 9 months  
 10 months  
 11 months  
 12 months

Pay Over

- 10 months  
 11 month  
 12 months

VA Appointment?

- Yes (\_\_\_\_ eighths)  
 No

Compensation Type ( e.g., base, supplement)	Speed Type	Source of Funds (general, clinical, endowment, etc.)	PCN	Current Amount	New Amount (if different)
Base					
Supplement					
<b>Total</b>					

**SCHOOL OF MEDICINE ONLY:** Does faculty member receive compensation from University of Louisville Physicians or other outside entity connected to faculty member's practice?  Yes  
 No

<input type="checkbox"/> Faculty member is academically qualified	SACS 3.7.1: "The institution employs competent faculty members qualified to accomplish the mission and goals of the institution."
<input type="checkbox"/> Faculty member is proficient in the English language	KRS 164.297: "Each state university shall institute English language proficiency assessment for all instructors."
<input type="checkbox"/> Criminal background check not needed	<u>Reason:</u>

**JOINT APPOINTMENT ONLY:** If joint appointment is in a unit other than that of primary appointment, the dean of the unit where the joint appointment is held must endorse by signing below:

\_\_\_\_\_  
Dean of unit where joint appointment is held

\_\_\_\_\_  
Date