

# Faculty Position Allocation/Reallocation Request

## POSITION VACANCY INFORMATION

Position Number:

College/Department/Unit:

Budget Code:

Incumbent's Name:

Reason for Vacancy:

Effective Date of Vacancy:

Current Academic Rank:

## Current Function/Responsibilities/Workload:

Undergraduate	Graduate	Current Teach Load Distribution (Fall)
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

Undergraduate	Graduate	Current Teach Load Distribution (Spring)
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

### Non-Instructional Responsibilities (Advising/Mentoring/Service Research)


## REQUESTED POSITION INFORMATION

College/Department/Unit:

Effective Start Date:

Type of Appointment:

Term:

Academic Rank:

Requested Salary:

Salary Funding Source:

Explain Other:



## Projected Functions/Responsibilities/Workload:

Undergraduate	Graduate	Projected Teach Load Distribution (Fall)
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

Undergraduate	Graduate	Projected Teach Load Distribution (Spring)
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

### Non-Instructional Responsibilities (Advising/Mentoring/Service Research)


Qualifications/Requirements:

Justification:

**Request:** \_\_\_\_\_  
Department Chair (print)      Signature      Date

**Approver:** \_\_\_\_\_  
Dean/Director (print)      Signature      Date

Comments:

**Reviewer:** \_\_\_\_\_  
College Financial Officer (print)      Signature      Date

**Approval Status:**            Approved            Not Approved

\_\_\_\_\_  
Provost/Designee (print)      Signature      Date

