

# President Hiring Authorization Request

## A. REQUESTER

College/School:

Department:

## B. REASON FOR REQUEST (CHECK ONE)

 Post a new faculty position (APT, tenure-track or tenure-review-upon-hire, full-time or part-time)

 Make an offer for an ongoing faculty search (APT, tenure-track or tenure-review-upon-hire, full-time or part-time)

 Continue an ongoing faculty search, regardless of the step at which it currently is

 Receive approval to hire for a position for which an offer has already been made, but which has not yet received approval by DOF or Provost (APT, tenure-track or tenure-review-upon-hire, full-time or part-time)

## C. POSITION INFORMATION

Interfolio Position ID/PreHire ID:

Hire ID:

Tenure Status (APT, TT, TRUH):

Faculty Title:

Candidate Name (if available):

Stage of Search (i.e., to be posted, just posted, interviewing candidates, interviews completed/ready to extend offer, verbal offer extended/negotiating offer, offer letter signed, etc.):

## D. JUSTIFICATION

Provide justification for why the position is essential to the ongoing operations of the university and must be filled at this time or on the proposed timeline for a new search.

## E. AUTHORIZATION

Department Head Name:

Signature/Decision:

Date:

College/School Dean

Signature/Decision:

Date:

Dean of Faculties

Signature/Decision:

Date:

Blanca Lupiani

Interim Senior Vice President, TAMHSC

Signature/Decision:

Date:

Greg Hartman

Provost

Signature/Decision:

Date:

Carol A. Fierke

President

Signature/Decision:

Date:

Michael K. Young