

# Request For President's Approval For New Appointment

## of Missouri System

Columbia
  Kansas City
  Rolla
  St. Louis
  UM System

INSTRUCTIONS: Per Executive Order No. 6, presidential approval is required for personnel actions for teaching and research staff whose appointments also include an administrative title and who report to the office of the Chancellor or of a Vice Chancellor/Provost, and all executive level positions reporting directly to the Chancellor or the Chancellor's immediate staff. (Executive Level positions are those assigned to 1.3 and 1.4 Occupational Group Codes.)

Please submit two copies of this form for teaching and research staff to the Vice President for Academic Affairs; executive level positions to Vice President, Human Resources. After signature by the President, a copy will be returned to the Chancellor and the original will be kept on file with campus Human Resource Services.

The following appointment is recommended. It is understood that a formal and binding offer cannot be made prior to approval by the President or designated representative. A current resume is attached.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Name:                                                                                                                                                                                                                                                                                                                                                                                                                                            | Date:           |
| Full Proposed Title:                                                                                                                                                                                                                                                                                                                                                                                                                             |                 |
| Appointment Is: <p style="margin-left: 40px;">                     A. _____ Academic          _____ Regular          _____ Nonregular<br/>                                                                                                      _____ Tenured          _____ Years toward tenure                 </p> <p style="margin-left: 40px;">                     B. _____ Administrative, Service, or Support Staff                 </p> |                 |
| Salary:                                                                                                                                                                                                                                                                                                                                                                                                                                          | Effective date: |
| \$ _____          _____ 9 months          _____ 12 months                                                                                                                                                                                                                                                                                                                                                                                        |                 |
| Equal Employment Opportunities followed?<br>(If exception, attach additional justification.) <span style="margin-left: 100px;">_____ Yes</span> <span style="margin-left: 100px;">_____ Exception</span>                                                                                                                                                                                                                                         |                 |

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|------------------------|
| <b>Approved</b>        |
| Chancellor             |
| OR Chancellor Designee |

|                       |
|-----------------------|
| <b>Approved</b>       |
| President             |
| OR President Designee |