



UNIVERSITY OF
SASKATCHEWAN

APPOINTMENT OF ACADEMIC STAFF – Form C
Recommendation of the Dean

A. Information on the Position		Position number:	
Department:		College:	
B. Recommended Candidate			
Name:			
Academic Qualifications (<i>degrees held, year degree granted and granting institution</i>):			
Email and postal address:			
Citizenship/Immigration Status:			
<input type="checkbox"/> Canadian citizen <input type="checkbox"/> Permanent Resident of Canada <input type="checkbox"/> non-Canadian (Foreign Academic Recruitment Summary needs to be attached)			
C. Terms of appointment:			
Rank: status:		<input type="checkbox"/> Academic Programming Appointment (APA)	
Effective date of appointment:			
Type of appointment (<i>check one</i>):			
<i>probationary leading to:</i> <input type="checkbox"/> tenure <input type="checkbox"/> permanent status <input type="checkbox"/> continuing status <input type="checkbox"/> <i>with tenure or continuing status</i> <input type="checkbox"/> <i>limited term</i> from _____ to _____ <input type="checkbox"/> <i>without term</i>			
Category: <input type="checkbox"/> 4 or <input type="checkbox"/> 5			
<input type="checkbox"/> Full-time		<input type="checkbox"/> Part-time (<i>specify % of full-time</i>)	
D. Conditions of appointment			
Licensure/Registration:	<input type="checkbox"/> not applicable	<input type="checkbox"/> required/must obtain	<input type="checkbox"/> required/must maintain
Specify licensing agency or authority, if applicable:			
Other conditions or comments (including requirements for completion of any graduate degree):			

E. Recommended Salary (please refer to 18.3) – any salary recommendation which exceeds the floor of the approved rank is the responsibility of the College.

Account #:

\$ _____ per annum

Total CDI count: _____ (maximum CDI count for Assistant = 8; Associate = 14; Professor = 19)

Special Increase count: _____

Firm Salary \$ _____ per annum until _____

**A firm salary has specific meaning. Contact the USFA or HR.*

For more information on setting salary rates, see Article 18.2.6 - Procedures for Setting Starting Salaries.

Western College of Veterinary Medicine

Clinical Supplement \$ **Account #:**

F. Moving Expenses

Eligible for moving expenses from (**specify location**): _____

expenses as per Article 22.9 of the USFA Collective Agreement Yes No
(Normal maximum is \$6,000 plus airfare; \$4,000 is paid for by the College)

and/or \$ _____ **Account #:**

G. Duties of appointee (standard university wording will be used in Offer of Employment unless otherwise specified in this section)

Standard Wording: *In departmentalized (or non-departmentalized) colleges, specific duties of a faculty member are assigned by the head of the department (dean), subject to the approval of the dean. They naturally lie in the areas of expertise of the appointee and hence may change in the course of time, but at least initially you will be expected to teach classes as assigned; participate in administrative and committee work as required; and pursue research and scholarly activities. It is expected that you will be present at the university during each academic term of your appointment to attend to student and collegial matters. (Please note: language will vary depending on departmentalized, non-departmentalized and schools)*

Signatures

Department Head:

Date:

Dean:

Date:

Provost or designate:

Date:

Send Form C (and Foreign Academic Recruitment Summary, if required) to: The Office of the Vice-Provost Faculty Relations.

Revised October 2018