RESET PRINT

Date: _____

MEMORANDUM

From: Department Chair of _____

To: Provost

Via: (1) Senior PMP
(2) Vice Provost for Academic Leadership (VPAL)

Subj: REQUEST FOR ACADEMIC APPOINTMENT

Ref: (a) NPS Faculty Handbook

Encl: (1) Copy of Military Faculty Information Form

1. Per reference (a), I request an academic appointment for (Name/Rank/Service):

_____

2. Based on education and qualifications listed in enclosure (1) and briefly described below, the appropriate title is:

☐ Lecturer (Qualification: A graduate degree in a discipline that supports the departmental instructional needs)

☐ Senior Lecturer (Qualifications: A graduate degree in a discipline that supports the departmental instructional needs; broad experience as a faculty member teaching responsibilities)

☐ Assistant Professor (Qualifications: An earned doctoral degree or equivalent terminal degree in a discipline that supports the departmental instructional needs; evidence of strong potential for scholarship leading to scholarly publications)

☐ Associate Professor (Qualifications: An earned doctoral degree or equivalent terminal degree in a discipline that supports the departmental instructional needs; broad experience as a faculty member in higher education or equivalent professional experience; sustained publications record)

☐ Professor (Qualifications: An earned doctoral degree or equivalent terminal degree in a discipline that supports the departmental instructional needs; extensive experience as a faculty member in one or more accredited institutions of higher education; evidence of excellent teaching; a significant publications record)

3. Summary of member's qualifications in support of the requested title:

4. This Military Faculty will also serve as:

☐ Director of: _____ ☐ Program Officer

☐ Other: _____

5. Request appointment begins on _____ through _____

Signature: _____

Concurrence

Reason for disapproval/comments:

_____

Senior PMP

Recommend: Approval/Disapproval

Reason for disapproval/comments:

_____

VPAL

Recommend: Approval/Disapproval