# Lakehead University Corporate Identity, 955 Oliver Raod, Thunder Bay, ON, Canada, P7B 5E1, lakeheadu.ca

FACULTY APPOINTMENT RECOMMENDATION

Appointee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Appointment: ❒ Tenure Track ❒ Term: \_\_\_\_\_ year (s) \_\_\_\_\_ months

Proposed Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_

Rank: ❒ Lecturer ❒ Assistant Professor ❒ Associate Professor ❒ Professor

Citizenship Status: ❒ Canadian Citizen ❒ Permanent Resident ❒ Valid Work Permit

Department/School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dean: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**References Completed By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Additional Appointment Details:

1. Salary Recommendation:

2. The number of years of full-time equivalent university service credited in the determination of the **salary** [in accordance with19.02.09 (D) for probationary or tenured appointments]

3. The number of years of previous teaching and professional experience that will apply to Articles 25.02.01 c), 26.03.02 c) 26.03.04 e) – [credit towards **tenure and promotion** in accordance with 19.02.09 (H)] Eligible to apply for Tenure

 4. Requirements for Start-up, if any, to be offered on condition that a detailed plan is received upon acceptance of the offer and approved by the Dean

Additional items to discuss:

* Teaching Responsibilities (first year half course release)
* Provision of computer – to be approved by Department/School/Faculty and charged to relevant budget
* House Hunting and Moving Expenses – refer to H.R. for more detail
* Benefits – refer to H.R. for more detail
* LUFA letter
* Official Confirmation of Ph.D.
* Faculty Equity Employment Policy - link

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 *Faculty Dean Date*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Dr. David Barnett Date*

*Acting Provost and Vice-President (Academic)*

*PLEASE COMPLETE THE INFORMATION ON THE OTHER SIDE*

**Lakehead University has an obligation to submit the following information annually, as required by Statistics Canada. Your assistance in completing this information is appreciated.**

**Demographic and Professional Data Collection**

**Faculty Name**: ❒ Dr. ❒ Mr. ❒ Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Gender**: ❒ Male ❒ Female

**Previous Employment**: ❒ University – Teaching or non-teaching position at a university or affiliated college.

❒ Non-university – Teaching or non-teaching position at other educational institutions (including community colleges)

❒ Student (including postdoctoral fellows)

❒ Public Sector – Employment in a government department or agency. This includes publically funded health care agencies and the military

❒ Private Sector – Employment in the private sector (including self-employed

❒ Other

**Province or country of previous employment**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Year of First degree**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*report the year in which the first university degree, postsecondary diploma or professional designation was obtained*)

**Level of highest earned degree**: ❒ PhD or equivalent

❒ Professional Degree (refers to medical and paramedical degrees only)

❒ Masters degree and equivalent (*i.e. MA, MSW, MBA, etc*.)

**Year of highest earned degree**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*report the year in that the highest earned degree, diploma or professional designation was obtained. If the faculty member has two or more degrees at the same level, report the year of the most recent.*)

**Province or county of highest degree**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Country of citizenship at time of appointment:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Principal subject to be taught**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This information on Page 2 will be kept and reported confidentially by the Office of Human Resources. Thank you for your assistance.