



SEARCH WAIVER REQUEST EXTEND 4-YEAR FIXED TERM APPOINTMENT (IFO)

Article 21, Section E, Subd. 1c1

After meeting and conferring the President may appoint a faculty member to serve in fixed-term capacity for more than four consecutive years as a replacement for faculty members on leave or temporarily reassigned from teaching duties, or for other reasons that are in the best interest of the university. This exception includes assignments to teach similar courses for different positions in the department/unit.

Complete		
1	Requesting Dept/College: _____	
2	Position Title: _____	
3	PRF Number: _____	4 Start Date: _____
		5 End Date: _____
6	Name of person filling position: _____ <div style="text-align: center; margin-top: 10px;"> <i>How long has this person served in fixed term capacity?</i> _____ <i>Externally funded? Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> </div>	
7	Reason for extension: _____ _____	
8	<div style="display: flex; justify-content: space-between; margin-top: 20px;"> _____ <i>Signature of Requester (Department Chair/Director)</i> _____ <i>Date</i> </div>	



<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended		<i>Date</i>
		<i>Dean</i>	
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended		<i>Date</i>
		<i>Vice President</i>	
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended		<i>Date</i>
		<i>Faculty Association President</i>	
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended		<i>Date</i>
		<i>Director of Affirmative Action</i>	
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended		<i>Date</i>
		<i>Director of Human Resources</i>	
<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved		<i>Date</i>
		<i>President</i>	

Distribution of Completed Form: Original - Retained in Human Resources.
Copies to: Originating Department/Administrative Unit, Vice President, Dean, Affirmative Action Office