

PERSONNEL REVIEW COMMITTEE REQUEST FORM

Action(s) Requested:

- | | | |
|---|--|---|
| <input type="checkbox"/> Fill New Position | <input type="checkbox"/> Appointment from a Search | <input type="checkbox"/> Functional Title Change |
| <input type="checkbox"/> Fill Vacant Position | <input type="checkbox"/> Reclassification | <input type="checkbox"/> 1 Step Merit <input type="checkbox"/> 2 Step Merit |
| <input type="checkbox"/> Substitute Appointment | <input type="checkbox"/> Reorganization | <input type="checkbox"/> OTHER <input type="text"/> |

Background Information:

Proposed Candidate

Department

Current Title

Proposed Title

Current Salary

Proposed Salary

Justification

VP or Dean's Signature

Date

Attachments:

Affirmative Action Approval

PVN/Job Description

Current

Proposed

Resume

Organization Charts

Personnel Review Committee Action:

VOTE:

Yes

No

Abstain

Date

Personnel Review Committee , Chair