**Office of the Senior Vice President and Provost**

**Request for Salary Support**

**for recruiting and retaining tenured and tenure eligible faculty during FY23**

*Contact the Office of the Vice President for Research for central support for start-up and research. For details see:* [*https://www.grantshub.iastate.edu/finding-funding/internal-funding-opportunities/*](https://www.grantshub.iastate.edu/finding-funding/internal-funding-opportunities/)*.*

Before funds can be transferred, college **must** complete request form and submit electronically to [svpp\_personnel@iastate.edu](mailto:svpp_personnel@iastate.edu) with a current **CV/resume** of faculty member and partner (if applicable) for review by the Associate Provost for Faculty.

|  |  |  |
| --- | --- | --- |
| Date |  | |
| Date response needed |  | |
| Faculty member | Dean’s office contact |  |
| HR Partner contact |  |
| Department contact |  |
| Partner | Dean’s office contact |  |
| HR Partner contact |  |
| Department contact |  |

• Check all boxes which apply

Strategic Recruitment

complete

# 1, 3, 4, 6, 8

Retention

complete

# 1, 3, 4, 6, 7, 8

Partner Accommodation

complete

# 1, 2, 3, 4, 5, 6, 8

Retention

complete

# 1, 3, 4, 6, 7, 8

Retention

complete

# 1, 3, 4, 6, 7, 8

**1. Faculty member to be hired or retained**

• Complete all personnel information in the table below.

|  |  |
| --- | --- |
| name |  |
| rank |  |
| department |  |
| college |  |
| date hired (or proposed hire date) |  |
| gender (M or F) |  |
| ethnic class (\*see classes below) |  |
| appointment (9 or 12 month) |  |
| current ISU salary  (or proposed salary for new hires) |  |
| % ISU salary increase  for last 3 years |  |

\* 1=American Indian or Alaska Native; 2=Black or African American; 3=White; 4=Asian; 5=Native Hawaiian or Pacific Islander; 6=Hispanic/Latino

of any race; 7=Two or more races

**2. Partner for whom accommodation is requested** (if applicable)

• Complete all personnel information in the table below.

|  |  |
| --- | --- |
| name |  |
| proposed position |  |
| department / unit |  |
| college / V P |  |
| date hired (or proposed hire date) |  |
| gender (M or F) |  |
| ethnic class (\*see classes above) |  |
| appointment (9 or 12 month) |  |
| proposed ISU salary  (or current salary) |  |

**3. Request for funding**

• Check all boxes which apply

Number of years for term request

Term

Permanent

• Describe the specific request in box below.

|  |
| --- |
|  |

•Add $ amount of all funding sources in spreadsheet at end of this form.

• Describe plans not involving funding in box below.

|  |
| --- |
|  |

**4. Reasons for request**

• Provide a justification for request in the box below. Include importance to the university/department’s strategic plan and influence, if any, of current market demands. If a retention, provide cost of replacing faculty member and identify equity issues which might be created.

|  |
| --- |
|  |

**5. Partner qualifications** (if applicable)

• Describe qualifications of partner in relation to proposed position.

|  |
| --- |
|  |

**6. Faculty member’s contributions**

• Describe scholarly contributions, including research reputation and peer-reviewed publications, in last 5 years.

|  |
| --- |
|  |

• Add to table below $ amount of sponsored funding.

|  |  |
| --- | --- |
| Total $ received in last 5 years |  |
| Total $ expenditures in last 5 years |  |

• Describe contributions to teaching, including courses taught, student credit hours generated, and evidence of national or international prominence in teaching and/or extension/professional practice.

|  |
| --- |
|  |

**7. Outside Offer** (if applicable)

If available, send an electronic copy of outside offer or add details below.

|  |  |
| --- | --- |
| date of offer |  |
| name of institution |  |

• Describe terms of offer.

|  |
| --- |
|  |

**8. Funding Sources**

• The central contribution from the Office of the Senior Vice President and Provost remains a fixed dollar amount for the term of the commitment (i.e., the salary and fringe benefits are not incremented for successive year salary increases). In Excel spreadsheet below add $ amount of all funding sources. **Note**: To add, single right click on spreadsheet, and open under “worksheet object.” Do not enter data in shaded gray cells. To expand table beyond FY22, click + symbol on left. To collapse table, click - symbol. If spreadsheet fills more than one page in Word, print in Excel.

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3-1-2022

Provost/General/Retention/Request Form