**FIXED TERM SALARIED APPOINTMENT LETTER**

DATE

Robert A. Blouin, PharmD

Executive Vice Chancellor and Provost

Vaughn and Nancy Bryson Distinguished Professor

University of North Carolina at Chapel Hill

CB# 3000, 104 South Building

Chapel Hill, NC 27599-3000

Dear Provost Blouin:

It is my pleasure to recommend that EMPLOYEE, CREDENTIALS be appointed to the rank of TITLE in the School of Pharmacy’s Division of DIVISION. This appointment is for a fixed term of XX year effective EFFECTIVE DATE and ending TERMINATION DATE with a starting annual salary of $XX,XXX. This position is contingent upon the continuing availability of funds from sources other than continuing State budget funds or permanent trust funds.

Dr. EMPLOYEE is currently a CURRENT JOB TITLE, CURRENT EMPLOYER. EMPLOYEE holds [explain educational credentials here, what the person brings to the School, if desired]

EMPLOYEE will be working on [explain job functions the employee will be performing in your division here] [Explain any requirement that the employee secure or maintain independent research funding].

A request of a favorable response to this recommendation will be appreciated.

Sincerely,

Division Chair, Credentials

Fred Eshelman Distinguished Professor and Chair

Division of DIVISION

DivisionChair Initials/your initials

cc: SOP HR

YOUR DIVISION

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Approved:

Angela DM Kashuba, BScPhm, PharmD, DABCP, FCP

Dean, UNC Eshelman School of Pharmacy

John A. and Margaret P. McNeill, Sr. Distinguished Professor

Director, Clinical Pharmacology and Analytical Chemistry Core, UNC Center for AIDS Research

Adjunct Professor of Medicine, UNC School of Medicine, Division of Infectious Diseases