



Request to Modify Minimum Academic Requirements for Rank Upon Appointment

Any and all proposed changes below must originate from the department and receive the support of a majority of all Category I faculty (tenured and tenure-track) in that department.

Initiating Department: _____ **Phone:** _____ **Email:** _____

Field: _____

Rank	Current Minimum Degree + Experience (from Current Rank-at-Hiring Guide)	Proposed / Revised Minimum Degree + Experience
Cat III Affiliate		
Cat II (specify title: _____)		
Assistant Professor		
Associate Professor		
Professor		

Keys to abbreviations to be used in Minimum Degree + Experience Chart

Education	Experience
B – Bachelor’s	‘+ Stand-alone number’ – years of relevant professional or industry work experience
M – Master’s	
MFA – Master of Fine Arts	
MSW – Master of Social Work	
ABD – All But Dissertation	
D – Doctoral Degree	
JD – Juris Doctorate	

Chair, Department or Program Director Date
RECOMMENDED NOT RECOMMENDED

Departmental Vote Results
(all Cat I Faculty)

Dean or Associate Dean Date
RECOMMENDED NOT RECOMMENDED

AP Committee Vote Results

Chair, Academic Policy Committee Date
RECOMMENDED NOT RECOMMENDED

- Following final decision, notify the Assistant to the Associate Vice President for Faculty Affairs of all approvals. Changes will then be made to the “Minimum Requirements for Rank Upon Appointment” form located on the Faculty Affairs website:
<https://msudenver.edu/faculty-affairs/>



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Provost

Date

APPROVED

DENIED

Rationale for Proposal from Each Level: Explain all proposed changes, addressing how each change serves the needs of the department, the student body, and the mission of the University.

Departmental Faculty Justification:

Department Chair Justification:

Dean/Associate Dean Justification:

Chair, Faculty Senate Academic Policy Committee Justification:

Provost Justification (optional):

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