**Non-Tenure Track Faculty**

**Notice of Desired FTE**

Article VII, Section 7.01 of the collective bargaining agreement states:

1. Contingent upon departmental needs, the Chair/Director shall give qualified and competent, status NTT faculty members weighted consideration for:  
   1. 9 month appointments
   2. 1.0 FTE assignments

Status NTT faculty members will notify the Chair/Director in writing no later than April 1 for the fall semester and November 1 for the spring semester as to their desired FTE assignment.

This form is provided so you can submit your information for consideration and fulfill this requirement. Please remember that FTE appointments can fluctuate from semester to semester and are not guaranteed.

**Date:** Click Here

**Name:** Click here to enter text

**Department:** Click here to enter text.

**Desired Fall Appointment:** Appointment percentage must be between 0 and 1.00 FTE.

**Desired Spring Appointment:** Appointment percentage must be between 0 and 1.00 FTE.

**Please indicate your desired appointment period for consideration by your Chair/Director**: Select one

Received By: Date:

**\* \* \* This form will remain in effect unless a new form is received. \* \* \***