Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** XXXXX, President

University Name

**Subject:** Appointment of XXXX of the College of XXXX

**Proposed Board Action:**

Appoint Dr. XXXX as XXXX of the College XXXX at University Name (University Abbreviation), effective immediately.

**Background Information:**

System Policy [*01.03, Appointing Power and Terms and Conditions of Employment*](http://policies.tamus.edu/01-03.pdf), requires that the Board appoint deans of member universities.

After conducting a nationwide search and receiving input from a university-wide committee, president XXXX recommends Dr. XXXX for the position of XXXX of the College XXXX. The search committee received and reviewed 26 applications and campus interviews were conducted with three candidates. Following the campus visits, Dr. XXXX was recommended as the top candidate. Dr. XXXX brings to the position administrative and academic experience commensurate with the responsibilities.

As XXXX, Dr. XXXX will serve as the chief administrative officer of the college in all matters related to academic affairs, including teaching, research and service. This includes the oversight, evaluation and leadership of the Department of XXXX, YYYY, XYXY.

A copy of his/her curriculum vitae is attached.

**A&M System Funding or Other Financial Implications:**

President XXXX recommends an initial salary of $XXXX for Dr. XXXX to be funded from XXXX (i.e,. state appropriated education and general funds).

Agenda Item No.

**XXXYYZZ UNIVERSITY**

Office of the President

January 28, 2014

Members, Board of Regents

The Texas A&M University System

Subject: Appointment of XXXX of the College of XXXX

I recommend adoption of the following minute order:

**“Effective immediately (if effective upon Board meeting action) OR effective XXXX XX, 2015 (if effective on a date subsequent to Board meeting), Dr. XXXX is hereby appointed XXXX of the College of XXXX at University Name, at an initial salary of $XXXX.”**

Respectfully submitted,

Name

President

**Approval Recommended: Approved for Legal Sufficiency:**

John Sharp Ray Bonilla

Chancellor General Counsel

Billy Hamilton

Executive Vice Chancellor and

Chief Financial Officer

James R. Hallmark, Ph.D.

Vice Chancellor for Academic Affairs

ATTACHMENT TO ITEM

**ATTACH CV HERE**

**Limit CV to 8-10 pages**

The Board Office requires that CVs **NOT** contain personal information, such as home address, home phone numbers, cell phone numbers, etc. It is the responsibility of each System member to verify that such information has been removed from its appointee’s CV before submission.