

Year	<b>Summer Deputy Chairperson Designation Form</b>		Control Number	
<b>Note:</b> Full-time faculty must report these activities under the "Summer Non-Teaching Assignments" section of their Summer Multiple Position Report. Adjunct timesheets are also required for Summer Deputy appointments.				
Department		Budget Information		
		Budget Unit	Expense 160	
<b>Employee Information</b>				
Last Name		First Name		Empl ID
Current member of full-time instructional staff at Brooklyn College? <input type="radio"/> Yes <input type="radio"/> No		If yes, indicate full-time title:		
		Non-Teaching Adjunct Rate	\$	
<b>Appointment Information</b>				
Appointment Title				
<input type="radio"/> Non-Teaching Adjunct I or II (Lecturer/Instructor) <input type="radio"/> Non-Teaching Adjunct III (Assistant Professor) <input type="radio"/> Non-Teaching Adjunct IV (Associate Professor) <input type="radio"/> Non-Teaching Adjunct V (Professor)				
<input type="radio"/> Adjunct CLT <input type="radio"/> Adjunct Senior CLT <input type="radio"/> Other:				
Start Date	End Date	Appointment Hours	Total \$	
<b>Authorizations</b>				
Department Chairperson (or Dean, if appropriate)		Associate Provost for Faculty and Administration		
<input type="radio"/> Approved <input type="radio"/> Denied		<input type="radio"/> Approved <input type="radio"/> Denied		
Signature	Today's Date	Signature	Today's Date	
Comments – HRS		Comments – Payroll		Comments – Budget/FRR