

Year	Summer Deputy Chairperson Designation Form	Control Number
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Note: 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

Employee Information

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	\$

Appointment Information

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 \$

Authorizations

Department Chairperson (or Dean, if appropriate) <input type="radio"/> Approved <input type="radio"/> Denied		Associate Provost for Faculty and Administration <input type="radio"/> Approved <input type="radio"/> Denied	
Signature	Today's Date	Signature	Today's Date

<i>Comments – HRS</i>	<i>Comments – Payroll</i>	<i>Comments – Budget/FRR</i>
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