The term sheet should clarify matching distributions and, as needed, appointment percentages in the different departments. The term sheet should clarify the faculty vote in the department, and the level of the hire.

**Candidate Name:**

**Rank of Appointment:**

**Department** (Indicate % Appointment in each department in case of split-appointments):
For split appointments, attach a co-signed interdepartmental MOU detailing management of candidate’s teaching, research, and other career development activities.

**Faculty vote** on offer (include Date and Vote Count):

**Proposed Salary** (monthly rate, based on 9 month appointment):

**Start-Up Funding:** Is finding required from the college or provost? If so how much?

**Space:** Will office and lab space be allocated within existing departmental space? If so, identify amount of space and likely room numbers.

If non-departmental space is needed, provide details of approval.

**Remodeling Costs:** Identify source of funds.

**Endowed Position:** If so, provide amount of the fund available for use per year and the term of appointment to the position.