# Nominee Information

Title and Name: Address: City, State, Zip Code:

Phone Number:

Email:

Birth Date:

Emergency Contact Name & Number:

CV Attachment \*Required

# College Information

ISU College and Department:

Department Contact:

Academic Year:

Length of Requested Appointment: 1-year\* 3-year\*

\*year term is September 1st through August 31st

Duties to be performed by nominee:

# Signatures

Nominated by Department Chair/Program Director:

Department Chair/Program Director Department Chair/Program Director Date Name Signature

Nominated by College Dean:

College Dean Name College Dean Signature Date



# To be completed by Academic Affairs or Kasiska Division of Health Sciences:

Approved Denied Comments:

Provost/VP for Academic Affairs Name Signature Date Or

VP for Health Sciences/Senior VP Name

Bengal ID:

Banner ID:

New\* Renewal

\*New nominees will receive a certificate and letter from The Office of the Provost or the Kasiska Division of Health Sciences upon approval.

Final Copies will be distributed to: Department Chair, College Dean (and Management Assistant), Provost (and Executive Assistant)/Vice President of Health Sciences (and Manager of Organizational Development and Planning and Office Specialist 2) and Academic Affairs Project Coordinator.

# WHAT IS AN AFFILIATE FACULTY MEMBER?

An Affiliate Faculty Member is someone who makes a significant contribution to the educational or research effort of I.S.U. without expectation of remuneration. Selection is based on a careful review of credentials and experience. Appointment to the Affiliate Faculty is made for up to three academic years upon the recommendation of the Department Chair with approval from the College Dean and Academic Vice President for Academic Affairs or Vice President for Health Sciences.

# WHAT PRIVILEGES DOES AN AFFILIATE FACULTY MEMBER ENJOY?

* Library circulation privileges equivalent to those received by other university faculty
* A general parking permit for use by the affiliate faculty member (fees apply)
* Use of the ISU Computer Center and microcomputer laboratories for University business at no charge
* Access to Reed Gymnasium and associated recreational facilities (I.D. card required, fees apply)
* Access to most physical education activity classes at normal faculty fee rate
* Listing in appropriate publications of the University
* Receipt of a certificate of acknowledgment

Upon official notification of appointment, the Affiliate Faculty Member should contact Campus Connection for an Affiliate Faculty Card and then the Information Technology Services Help Desk to activate a Bengal email address and Bengal card privileges. The Bengal card will allow, among other benefits:

* Use of the Library
* Use of the Computer Center
* Use of the Reed Gym and associated recreational facilities (fees apply)

If a General Parking permit is desired, the Affiliate Faculty Member should contact Public Safety (Central Operations Building, (208) 282-2515).

If the Affiliate Faculty Member wishes to take a physical education activity class, the Office of Registration and Records should be contacted (Museum 319, (208) 282-2661).

# As an Affiliate Faculty of ISU, I understand and agree to the following:

* I will comply with university policy and all applicable State and Federal laws.
* I will conduct myself in a professional manner in accordance with academic expectations and

instructions from ISU.

* I will submit to a background check, if requested by ISU.
* I understand I will receive no employment benefits or pay from ISU except as outlined in a separate

agreement with specific duties and payment terms.

* I understand there is no expectation of continued affiliate faculty status and my appointment can be

terminated by ISU for any reason.

* I consent to ISU and my employer sharing information as needed to effectuate my affiliate faculty

status or perform the legitimate business functions of either party.

Nominated Affiliate Faculty:

Signature Date