

Dear UNM ID

This letter amends your current appointment ending . Your position of

in the department of

will be extended through . Your 12 month base salary will be

and your appointment percent (FTE)

prorated based on your FTE.

I understand that this letter is not intended to change my base salary. Any changes to my base salary must follow the applicable Collective Bargaining Agreement (CBA) or Faculty Handbook (FHB) process requirements.

Non-continuing faculty appointments are subject to the terms and conditions set forth in the University of New Mexico Faculty Handbook and renewed based on department need and restrictions given in the FHB. Any reduction in non-I&G funding will require the hiring unit to find other funding resources and/or decrease the appointment FTE.

I acknowledge that I am aware that change in appointment percent or contract duration may impact my benefits and am familiar with the relevant policies (Benefits Policies, UBP 3600-3650; Tuition Remission Program, UBP 3700; Faculty Contracts, FHB C50) and have been advised to discuss any other questions with the Office of Academic Personnel.

Faculty Member

Date

Date

Dean
(not required if submitted via EPAF)

Date

. If your FTE is less than 1.0 your salary will be

Chair/Director (not required if submitted via EPAF) Provost (If Applicable) (not required if submitted via EPAF) Date

Labor Distribution: Note future dated labor distributions changes are to be submitted via a Labor Distribution Change EPAF.

Index	Percent	Index	Percent	Index	Percent	Index	Percent