

**University of North Carolina at Chapel Hill Office of  
the Executive Vice Chancellor and Provost  
VITAE Program  
*Memorandum of Understanding***

In view of the possible recruitment of \_\_\_\_\_  
(name)  
hereinafter referred to as recruited individual, \_\_\_\_\_  
(title)  
as in the Department of \_\_\_\_\_  
in the School/College of \_\_\_\_\_ effective \_\_\_\_\_  
(hire date)

we agree to the following:

- 1) Although the salary has not been negotiated, it is expected that the salary of the recruited individual will be \$ \_\_\_\_\_
- 2) Non-recurring funds will be provided annually by the Office of the Executive Vice Chancellor & Provost (OEVC&P) during the effective time frame of the commitment and upon request by the Dean's Office.
- 3) One faculty position will be funded by the OEVC&P at the level of \$ \_\_\_\_\_ plus fringes which are funded from the central fringe benefit pool for:
  - a) Four years from the initial hire date, which will be \_\_\_\_\_ or  
(date)
  - b) Upon separation of this recruited individual from UNC-Chapel Hill  
(The appointment of the recruited individual is not affected by the ending of funding by the OEVC&P)
- 4) The department making the appointment will follow the established procedures for creating a position, recruitment, and appointment through the Equal Opportunity/ADA Office.

Agreed to by:

\_\_\_\_\_  
(For the chair of unit appointing the recruited individual) Date

\_\_\_\_\_  
(For the dean of unit appointing the recruited individual) Date

\_\_\_\_\_  
Executive Vice Provost Date

**Note: If the candidate is a foreign national, contact International Student & Scholar Services as soon as is feasible to confirm that the appropriate visa paperwork is completed for permanent employment.**

**[Attach a current curriculum vita.]**