

Personnel Action Form



NEW CHANGE/UPDATE

Date:

FACULTY CIVIL SERVICE SFS AFFILIATE EXTRA HELP/PHI GA STUDENT

Action/Reason

Effective Date: 05/16/2014	Action/Reason Code: New Hire	Add Additional Action/Reason
Effective Date:	Action/Reason Code:	

Personal Data

Employee ID: (Leave blank for new employee)	Employee Name: (Last, First Name or Initial, Middle Name or Initial)
[Redacted]	Rodriguez, Magaly

Job Data

Position Number: 35996	Job Code: 500	Employee Type: <input checked="" type="radio"/> REGULAR <input type="radio"/> TEMPORARY	FTE: (Other) 100% 10%
Appointment End Date: 12/31/2014	Comp Rate: (Hourly or Semi-Monthly) \$5,000.00	Base Position Funding Change: <input type="radio"/> YES <input type="radio"/> NO	
Department: SA00000: Presidents Office	Location: AL 300: Altgeld Hall 3C	Mail Drop: (If different than Department)	

Contract Data

Contract Amount:	Annual Contract Amount:	Contract Months: 7.5	Intent to Rehire <input type="radio"/> YES <input type="radio"/> NO
Contract Begin Date:	Contract End Date:		If yes, for how many months: _____ (This is not a reemployment commitment.)

Tenure Status

Faculty Rank/Prefix:	<input type="radio"/> Asst Prof <input type="radio"/> Assoc Prof <input checked="" type="radio"/> Prof		
Tenure Start Date:	Tenure Department:	Total Years:	Tenure Eligibility Date:
Years experience at rank of instructor or above in higher education at NIU:		At other institutions:	

Comments

Fund Advisor:	Date:	College/Division:	Date:	
[Redacted]	5/20/14			
Department:	Date:	Office of the Provost / Vice President:	Date:	Graduate School:
[Redacted]	5/20/14			
Grants Fiscal Administration:	Date:	President / HRS:	Date:	
		[Redacted]	5/20/14	

Personnel Action Form



NEW CHANGE/UPDATE

Date:

FACULTY
 CIVIL SERVICE
 SPS
 AFFILIATE
 EXTRA HELP/PHI
 GA
 STUDENT

Action/Reason

Effective Date: 01/01/2015	Action/Reason Code: REP-Reappointment	Add Additional Action/Reason Line(s)
Effective Date:	Action/Reason Code:	

Personal Data

Employee ID: (Leave blank for new employee) XXXXXXXXXX
 Employee Name: (Last, First Name or Initial, Middle Name or Initial)
Rodriguez, Magaly

Job Data

Position Number: 35996	Job Code: 500	Employee Type: <input checked="" type="radio"/> REGULAR <input type="radio"/> TEMPORARY	FTE: (Other) 100%
Appointment End Date: 01/31/2015	Comp Rate: (Hourly or Semi-Monthly) \$5,000.00	Base Position Funding Change: <input type="radio"/> YES <input type="radio"/> NO	
Department: SAD0000: Presidents Office	Location: AL 300: Altgeld Hall 3C	Mail Drop: (If different than Department)	

Contract Data

Contract Amount:	Annual Contract Amount:	Contract Months:	Intent to Rehire <input type="radio"/> YES <input type="radio"/> NO
Contract Begin Date:	Contract End Date:		If yes, for how many months: _____ (This is not a reemployment commitment.)

Tenure Status

Faculty Rank/Prefic
 Asst Prof
 Assoc Prof
 Prof

Tenure Start Date:	Tenure Department:	Total Years:	Tenure Eligibility Date:
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Years experience at rank of instructor or above in higher education at NIU: _____
 At other institutions: _____

Comments

Fund Advisor	Date	College/Division	Date	
Department	Date	Office of the Provost / Vice President	Date	Graduate School Date
Grants Fiscal Administration	Date	President / HRS	Date	

XXXXXXXXXX 12/8/14