

UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER  
VACANT POSITION FORM

College \_\_\_\_\_

Position # \_\_\_\_\_

Department \_\_\_\_\_

Replacing Whom \_\_\_\_\_

Desired Hire Date \_\_\_\_\_

Position Description and **DRAFT of Advertisement must** be submitted to the Equal Opportunity Office for review and approval - **CAMPUS MAIL: Evans Hall 102 – Norman Campus or EMAIL: jdeaton@ou.edu**

**ACADEMIC OFFICER**

**FACULTY**

Rank \_\_\_\_\_

\_\_\_ Tenured

\_\_\_ Tenure Eligible

\_\_\_ Consecutive Term

\_\_\_ Limited Term (PT/FT)

**SEARCH COMMITTEE**

**Search Firm (if applicable)**

Chair \_\_\_\_\_

Members \_\_\_\_\_

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\_\_\_\_\_

Secretary \_\_\_\_\_

**COMMENTS**

[Dotted box for comments]

**SIGNATURE(S)**

\_\_\_\_\_  
Department Chair Date

\_\_\_\_\_  
Dean Date.

*Dean’s Office must submit completed form and attachments to:  
Equal Opportunity Office, EH 102, NC or jdeaton@ou.edu*