

2. List courses the person in this new position will be asked to teach. How would the addition of these courses affect the curriculum of the major or interdisciplinary area?
3. Please attach a table, which can be generated by the Dean's Office upon request, showing the major, concentration or department's current course offerings in a normal year, including service commitments, organized according to 1) major requirements, 2) non-major offerings, and 3) service obligations such as tutorial or statistics.
4. Using the form provided below, produce a second table showing the new curriculum with the addition of the proposed appointment.
5. The argument for a new position is based primarily on:
 - a. Course enrollment pressures _____
 - b. Curricular needs _____
 - c. Both _____
 - d. Other _____

In one to two pages, explain the need for a new position in more detail, referring to the specific curricular needs, enrollment pressures or other factors cited above.

6. Provide any other information that might help Executive Council evaluate your proposal. (Optional. If you choose to provide additional information, please limit the commentary to no more than 2 pages)
7. Provide a position description. The AD/CDO is available to consult on diversity initiatives, as the search committee drafts the position description. The standard format is available at http://www.grinnell.edu/offices/dean/chairinfo/fac_recruit/desc_template
8. Please note that if the position is approved, a consultation with the Dean's Office about strategies to increase the diversity of the applicant pool is expected before advertising can commence.

