# Faculty Retention Information Sheet – Boulder Campus

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| To be filled out by department chair for all known external offers and/or retention events for faculty. Please route with attached retention letter if applicable. If no retention offer to be made, this information sheet is still required. |

**Faculty Name:**

**Department:**

Competing Institutions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Retention offer was: \_\_\_\_\_Successful \_\_\_\_\_Failed \_\_\_\_\_Not Offered

Was this a preemptive retention attempt? (yes/no) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Check all that apply for both categories:**

| **Item** | **Components of External Offer** | **Retention Offer Includes** |
| --- | --- | --- |
| 1. Salary |  |  |
| 2. Research Support |  |  |
| 3. Extra Funding |  |  |
| 4. Better HR Benefits |  |  |
| 5. More Prestigious Position |  |  |
| 6. Endowment Offered |  |  |
| 7. Position for  Spouse/Partner |  |  |
| 8. Tuition Assistance for  Dependents |  |  |
| 9. Housing Assistance |  |  |
| 10. Personal Reasons |  |  |
| 11. Other  (please list details if known) |  |  |

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Department Chair or Dean Date

Received by Dean’s Office: \_\_\_\_\_\_\_\_\_\_Initials \_\_\_\_\_\_\_\_\_\_Date

Received by Faculty Affairs: \_\_\_\_\_\_\_\_\_\_Initials \_\_\_\_\_\_\_\_\_\_Date