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Brigham Young University

18 April 1978

Robert K. Thomas
Academic Vice-President

H. Tracy Hall
Distinguished Professor of Chemistry

LETTER OF APPOINTMENT

On behalf of the Board of Trustees and President Oaks, I am pleased to inform you that your salary for the school year 1978-79 will be \$ ----* This salary will be paid in twelve (12) monthly installments commencing 1 October 1978.

Full-time employment at Brigham Young University contemplates that faculty members will be available on a year round basis, although this letter of appointment contains assignments for only eight months (Fall and Winter Semesters). The University reserves the right to request you to perform additional services for Spring or Summer Terms, for which it will pay extra compensation on a Supplementary Letter of Appointment, proportionate to the load carried. You will be notified whether your services are required as soon as feasible after schedules are prepared for the Spring and Summer Terms. If specific additional services are not required, you will be free to pursue other activities, which should include academic preparation or creative work. Freedom from regular teaching and administrative responsibility should make the Spring and Summer especially productive for renewal and development appropriate to the professional role of a faculty member.

We are enclosing a memorandum relating to employment of faculty members of Brigham Young University for the current school year. Compliance with the terms of this memorandum is a condition of your employment.

If you do not wish to accept this appointment, please state this in writing within twenty days of the date of this letter.

The Board of Trustees and the Administration are most appreciative of the loyal service of the faculty of the University. We trust that a continued spirit of cooperation and devotion to duty will improve even further the quality of service to our students and our performance in our other duties.

*Professional Development leave,
full year, no salary, fringe
benefits only
Two-semester salary would be: \$32,900

Sincerely yours,

Robert K. Thomas

Form 3
(Specified services-Fall & Winter
Semesters; continuing faculty status)