



UNC  
COLLEGE OF  
ARTS & SCIENCES

THE UNIVERSITY  
of NORTH CAROLINA  
at CHAPEL HILL

October 8, 2015

Richard L. Watkins

Dear Richard:

I am writing to request that you allow me to nominate you to Dean Karen Gil for an appointment to the EPA Non-Faculty position of **Program Coordinator with the Chancellor's Science Scholars Program** at the University of North Carolina at Chapel Hill. I want to explain briefly the essential features of the position we anticipate for you.

Your appointment will be at will effective **October 12, 2015** subject to continuation or discontinuation at any time at the discretion of the Chancellor or his/her authorized designee. This is a **1.0 FTE** appointment with an initial salary of **\$55,000** and you will be eligible to enroll in benefits programs offered by the University. This salary can be implemented as described here only if approved by the appropriate university offices, state legislature and UNC General Administration.

Your performance, salary and responsibilities will be reviewed according to established University requirements and Department/College evaluation criteria.

As Program Coordinator, you will be responsible for the coordination of retention, undergraduate research, and graduate placement initiatives for junior and senior UNC-CH Chancellor's Science Scholars. The Coordinator will help the students develop the skills needed to excel in STEM majors at UNC and to move into top MD/Ph.D. programs. The Coordinator is responsible for monitoring the success of the students and also for identifying any potential issues, working collaboratively with the Office of Admissions, the Office of Diversity and Multi-cultural Affairs, the Graduate School, and UNC Career Services as well as with the CSS leadership group. You will also serve as an advocate and liaison for scholars with various university departments and outside organizations, and complete other duties as assigned.

Should you accept this nomination, please sign below and return this letter to me. This letter itself does not constitute an offer, but notifies you that, with your permission, I am submitting your name for professional and affirmative action review by appropriate administrative offices within the University. The University cannot make a binding offer without such a confirmation. If you have any questions, do not hesitate to call or send me an email. If you intend to accept this appointment, please let me know as soon as possible, but not later than **October 9, 2015**.

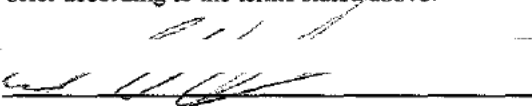
On behalf of my colleagues in the **Chancellor's Science Scholars Program**, we are eager for you to join us here at UNC and look forward to your response.

Sincerely,

Michael Crimmins, Executive Director, Chancellor's Science Scholars Program

CC: Kevin Guskiewicz, Senior Associate Dean, Natural Sciences  
Lachonya Williams, Assistant Dean for Human Resources

I accept this offer according to the terms stated above:

Signature: 

Date:

10-9-15