

Print Form

The University of Texas Health Science Center at San Antonio

TO: Office of the Vice President for Academic Administration April 14, 2011
VIA: Respective Dean Date
FROM: Department of Neurosurgery
SUBJECT: Request for Initial Faculty Appointment

NAME OF PROPOSED FACULTY MEMBER: Donald L. Hilton, Jr., MD. EFFECTIVE DATE: May 16, 2011

Academic rank recommended: Clinical Associate Professor Tenure: Tenure Track:

Non-tenured clinical appointment: X Non-tenured research appointment:

Put a check by the leg(s) [area(s) of strength] for consideration. One leg is needed for non-tenure track; two legs are required for tenure track: Research Teaching Service

CONCURRENT APPOINTMENT(S): (Requires approval of all concurring Chairmen)

TRANSFER: (Requires approval of both Chairmen)

Base rate recommended: \$ 0 Percent time: 100% 0%

Annual MSRDP/DSRDP augmentin rate recommended: \$ 0

TOTAL: \$ 0

ATTACHMENTS (typed):

- Biographical Data Sheet (Original + 1 copy)
eCV (Original + 2 copies)
Detailed letter from Chairman documenting qualifications: Ranks requiring Institutional Faculty Promotions, Tenure, and Appointments Committee action (original included in packet) (2 copies)
Ranks not requiring Institutional Faculty Promotions, Tenure, and Appointments Committee action (Original = 1 copy)
Faculty Recruitment Report (Attachment 4) (Original = 1 copy)
IF APPLICABLE:
MSRDP/DSRDP enrollment forms (Original)
UT System Professional Liability Insurance enrollment form (1 copy)
Current Texas medical license
BCHD Medical-Dental Staff application packet

ACKNOWLEDGEMENT:

- Original Transcript Received and Copy Attached
Criminal Background/Sanction Check Performed and Clearance Received

SUBMITTED BY: [Signature]

Home Department Chairman

Concurring Department Chairman [Signature] 5-5-11

Reviewed and Approved by Appropriate Dean: [Signature] Date

Action of President [ ] Approval [ ] Disapproval

Original - Human Resources
Copy - Budget Office
Copy - President's Office
Copy - Dean's Office
Copy - Department

UTHSC AT SAN ANTONIO RECEIVED President

MAY 02 2011



Office of the Dean School of Medicine

Date

Form FA-2 1/09/cs #745354



Department of Neurosurgery  
neurosurgery.uthscsa.edu

**MEMORANDUM**

DATE: April 25, 2011,

TO: Francisco Gonzalez-Scarano, M.D.  
Dean, School of Medicine

FROM: David F. Jimenez, M.D., F.A.C.S.  
Professor and Chairman  
Department of Neurosurgery

SUBJECT: *Adjunct*  
~~Clinical~~ Faculty Appointment – Donald L. Hilton, Jr., M.D.

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This memorandum is to request consideration of the clinical faculty appointment for Donald L. Hilton, Jr., M.D. as a Clinical Associate Professor to the Department of Neurosurgery. He is an extremely competent, well-trained neurosurgeon and has expressed his willingness to participate in the teaching activities of the department. I believe that Dr. Hilton is an excellent neurosurgeon who would complement the present faculty on board. He will be invaluable as a teacher in neurosurgical areas. His ethics are beyond reproach.

DFJ/gmm