



July 17, 2024

Matthew Ramsey, PH.D.
26 Link Lane
Richmond, RI 02892

Dear Dr. Ramsey,

It is a pleasure to inform you that I will recommend to the Executive Vice President and University Provost that you be appointed to a tenure track faculty position in the School of Dentistry, Department of Oral Immunology and Infectious Diseases, effective August 15, 2024 through August 14, 2026. A consideration of tenure will be brought to the Board of Trustees at their next regularly scheduled meeting, and if favorable, tenure will be granted effective November 1, 2024.

Academic Rank and Salary

Your appointment, if approved by the Provost and Board of Trustees, will be Associate Professor. This is a full time, 1.0 FTE position.

Your University Institutional Base Salary will total \$120,000.00.

Per University policy, if you are granted tenure, the tenure guarantee would only be for the amount of your base salary and would not include any supplemental pay.

Teaching, Research, and Service Commitments

Your specific duties and responsibilities and annual work plan will be determined in consultation with your department chair.

Conditions Governing Employment at the University of Louisville

The conditions governing employment at the University of Louisville are contained in the university's governance document, [The Redbook](#). Specific terms applicable to your appointment in the School of Dentistry are contained in the School of Dentistry [Bylaws and Personnel Policy and Procedures](#).

This offer of faculty appointment is contingent upon your successful completion of a state and national criminal history background check and, if applicable, an education check. If you are not a United States citizen, this appointment is made on the condition that you have authorization to work under U.S. Immigration and Naturalization laws. If necessary, you are responsible for maintaining proper work authorization through U.S. Citizenship and Immigration Services (USCIS).

This offer is not effective until you have accepted the terms hereof and such terms are approved by the Executive



Vice President and University Provost and the University of Louisville Board of Trustees. Any offer approved by the Board of Trustees is subject to [The Redbook](#). Should you resign this appointment, you must provide notice of your intent to resign no less than ninety (90) days prior to your resignation date.

This offer is contingent upon your completion of all appropriate credentialing and/or enrollment documents.

Please request an official transcript of your terminal degree be sent to Jenna Hartlage at jenna.hartlage@louisville.edu. An official transcript is mandatory for all appointments to the university to demonstrate our compliance with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) faculty credentialing requirements and your appointment cannot be approved without it.

You are required to attend New Employee Orientation on or near to your first day of work. Useful information regarding what to bring and forms that can be completed beforehand can be found at our [Employee Success Center](#). A summary of benefits available to eligible employees can be found at [HR Benefits](#).

Please see addendum for further employment details.

There are exciting opportunities at the University of Louisville, and I invite you to join us. If you are in agreement with the terms of this offer, please sign and return this letter, no later than July 25, 2024.

Sincerely,

{{Sig_es_:signer1:signature}}

Margaret Hill
Interim Dean

cc: **Margaret Hill and Lauren Sharrock**

I accept the terms outlined above.

{{Sig_es_:signer2:signature}}

Matthew Ramsey



Addendum to letter dated 07/17/2024.

The School of Dentistry will provide:

1. Moving expenses in the amount of \$10,000.00. The payment will be made via one-time payment. Moving expenses are taxable per IRS guidelines.
2. Startup funds of \$400,000.00 spread over three years, with \$200,000.00 in year one and \$100,000.00 in years two and three. No limit on when the funds need to be expended.
3. Reimbursement of actual lab relocation costs.