



BROWN

JOEL REVILL
Associate Dean of the Faculty and
Assistant Provost for Special Projects

February 1, 2019

Mr. Benjamin Wiener
Department of Physics
Box 1843
Brown University

Dear Mr. Wiener:

I write to inform you that on the recommendation of Professor Gang Xiao, Chair of the Department of Physics, you shall be appointed as Postdoctoral Research Associate in Physics, effective February 15, 2019 through February 14, 2020. Your salary shall be \$48,432, payable in thirteen monthly installments from February 2019 through February 2020, subject to the provisions of the law with regard to tax withholding, and contingent upon the availability of outside research funds. This appointment is contingent upon receipt of a Ph.D. prior to February 15, 2019. Please provide proof that you have completed your degree as soon as possible.

All appointments at Brown University are subject to certain conditions set by the Corporation. All faculty must follow Brown's Conflict of Interest policies, which can be found at <https://www.brown.edu/about/administration/policies/conflict-interest-and-commitment-20065>, and all faculty can, at any time during the year, submit an electronic COI reporting form to the University at <https://infoed.brown.edu>. Depending on the type of appointment, you may be prompted during the academic year to submit an annual COI reporting form. Any faculty required to submit an annual COI form will receive an email with detailed instructions. If you engage in research at Brown, you may also be prompted to submit a COI reporting form. All members of the Brown community must also comply with the University's Sexual and Gender-based Harassment and Violence policy, available at www.brown.edu/about/administration/title-ix/policy. Please note the Prohibited Sexual or Intimate Relationships section, which prohibits relationships between faculty and any undergraduate students, as well as faculty and graduate or medical students who are enrolled in their courses.

On your first day of employment, plan to visit the Brown Business Center on the second floor of the Page-Robinson Building at 69 Brown Street, to present documentation to complete federal Form I-9. You can then go to the Brown Card Office on the fifth floor (room 511) of the Page-Robinson Building at 69 Brown Street, to have your photo taken and obtain your Brown Card. Should you wish to apply for University parking, the Transportation Office is located in the same suite. If you are unable to complete this process and/or commence employment on your scheduled start date, please contact University Human Resources immediately.

Once you have accepted this appointment, you will receive an email with instructions to log into Workday (University Human Resources system) which you must do within your first 31 days of employment to enroll in the benefit plans for which you are eligible. The enrollment process includes online links to detailed information about the plans. You can also review the Benefits Enrollment

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Decision Guide at the Brown Benefits website. If you have questions, please feel free to contact the Benefits Office.

Brown University policies limit individuals to a maximum term of five years for postdoctoral positions. For information about campus resources available to postdocs, please visit the Graduate School's website at <http://www.brown.edu/academics/gradschool/gateway/for-postdocs>.

If the terms of this appointment are satisfactory as outlined, please indicate your acceptance by signing the enclosed copy of this letter and by delivering it to the department manager in your assigned academic unit.

Best regards,



Joel Revill

JR/en

cc: Professor Gang Xiao
Chair, Department of Physics

The terms of this letter are satisfactory as outlined.

Signature: _____

Date: _____