

Full Name:

Faculty Title: _____

Unit: _____

Department: _____

Year: _____

Review Type: **Post-Tenure and Promotion Concurrent Review**

PROMOTION

Materials Checklist

Name: _____ **Department:** _____

Sections:

- _____ 1. Promotion Checklist Form
- _____ 2. Summary of Recommendation Form

Summary of Recommendation Form

**Faculty Senate Approved Special Unit
Criteria (*if applicable*)**

Promotion Comprehensive Activities Report

Self-Evaluation

Past Evaluations

Copies of Workloads for Period of Review

**Student Evaluation (IAS & eXplorance
Blue) Summaries**

Peer Evaluation of Teaching (if available)

Examples of Course Syllabi

**Examples/Evidence of Research/Creative
Activities**

**Letters or Other External Evaluations
You Have Received Concerning Your
Service Activities**

**Honors, Citations and Any Other Letters
Concerning Your Performance as a
Faculty Member That You Would Like to
Include.**

Do not include here the letters requested by your dean or director; those go in Section 7.

Letters of Support; Miscellaneous

a) Curriculum Vitae

***b) External Review Letters (if requested
by your dean, director or designee for
review)***

Promotion and Post-Tenure

CANDIDATE RESPONSE
to
UNIT-PEER COMMITTEE RECOMMENDATION

Promotion and Post-Tenure

DELETE THIS PAGE BEFORE FINALIZING YOUR FILE

USE THIS RESPONSE LETTER TEMPLATE IF NOT CREATING YOUR OWN

MAKE SURE TO REMOVE HIGHLIGHTED SECTIONS BEFORE FINALIZING YOUR RESPONSE LETTER.

To: Dean and/or Director

From: (Insert Name)

Date: (insert date)

Re: Response to Unit-Peer Committee Recommendation On Promotion

Signature

Date

Printed Name

Dean/Director Recommendation

Promotion and Post-Tenure

CANDIDATE RESPONSE
to
DEAN/DIRECTOR RECOMMENDATION

**University-Wide Faculty Review
Committee Recommendation**

Promotion and Post-Tenure

CANDIDATE RESPONSE
to
UNIVERSITY-WIDE REVIEW COMMITTEE
RECOMMENDATION

Provost Recommendation

Promotion Post-Tenure

CANDIDATE RESPONSE

to

RECOMMENDATION



Chancellor Decision