

# Portfolio Cover Page for Promotion and Tenure 2021-2022

**DEMOGRAPHIC DATA:**

Name: \_\_\_\_\_ Rank: \_\_\_\_\_  
 Department: \_\_\_\_\_ College: \_\_\_\_\_

**REQUESTED ACTION:**

- Promotion to rank of: \_\_\_\_\_  Request for tenure
- Department PTE Criteria to be used for review (indicate approval date): \_\_\_\_\_
- Promotion to Full Professor Candidate. Indicate record to be evaluated on:
- Work completed in the eight years immediately prior to 2021-22
- Entire post-promotion record

**SPECIAL AGREEMENTS** (check, if applicable)

- Prior Service Agreement (place in section C) if not specified in appointment letter. *For faculty hired with tenure credit how prior work is considered must be specified in the appointment letter (NDSU Policy 352, 3.5.2).*

**CANDIDATE'S SIGNED STATEMENT**

I have reviewed the portfolio and believe it to be accurate, complete, current, and ready for review.

\_\_\_\_\_  
 Signature Date

- **As any additional materials are included in the portfolio, copies must be provided to the candidate. The candidate will have 14 days to provide a written response.**
- If the faculty member was granted an extension of the probationary period for any reason, such an extension does not increase expectations for performance.
- Should the faculty member disagree on the inclusion or exclusion of some materials, the faculty member may indicate his/her objection in this signed statement.

**COMMENTS:**

**ADMINISTRATORS RESPONSIBLE FOR PORTFOLIO REVIEW:**

ROUTING	ADDED MATERIALS INVENTORY
Portfolio Received:      Date:	Materials Added:      By:      Date:
Dept. PTE Committee _____	_____
Dept. Chair _____	_____
College PTE Committee _____	_____
College Dean _____	_____
Director _____	_____
Provost _____	_____
President _____	_____

**VOTE TALLY**

Number of Votes for:	Tenure*			Promotion		
	Recommend	Deny	Abstain	Recommend	Deny	Abstain
Dept. PTE Committee						
Dept. Chair						
College PTE Committee						
College Dean						
Director						

\*Evaluations for promotion to Associate Professor and granting of tenure will ordinarily be conducted concurrently.

\_\_\_\_\_  
 Department Chair Dean