Portfolio Cover Page for Promotion and Tenure 2017-2018

DEMOGRAPHIC DATA:

Name: _____ Rank: _____

Department: _____ College: _____

REQUESTED ACTION:

❑ Promotion to rank of _____ ❑ Request for tenure ❑ Penultimate year:_____

SPECIAL AGREEMENTS (check, if applicable)

❑ Previous Consideration (if candidate has been considered previously, but promotion and/or tenure were/was not awarded, supply letters of denial, outlining conditions needing to be addressed and place in section C.)

❑ Prior Service Agreement (place in section E).

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 and Department Chair/Head 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						
Provost						
President						

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

_____ _____

Department/Unit Administrator Signature and Date Dean Signature and Date