

Required Dossier Content for Professional Faculty Promotion Candidates

1. Complete, current CV (provided by the candidate): The candidate provides a CV that is formatted as specified by the unit.
2. Self-evaluation, personal narrative (provided by the candidate): The candidate's opportunity to evaluate and put into context their contributions over the specified timeframe. This evaluation may include, but is not limited to: (a) goal/objective achievement, (b) course development/instruction, (c) scholarly activity, (d) community relations/service, and (e) future career direction. The self-evaluation, personal narrative is restricted to 750 words.
3. Unit tenure and promotion criteria (provided by the candidate).
4. Results of annual evaluations (provided by the candidate): The candidate provides their annual evaluations for the reporting timeframe.
5. Quantitative student evaluation of teaching results summary (provided by the FIS): FIS provides a summary table of the candidate's quantitative, university-approved student evaluations of teaching scores for the specified timeframe. For comparison purposes, average student evaluations of teaching scores for the unit's full-time, faculty are also provided.
6. External reviewer information (may be required at the discretion of the unit, provided by the unit administrator). External review letters shall be on the official letterhead of the reviewer.
7. External referee letters (may be required at the discretion of the unit, provided by the external reviewer).
8. Recommendation of the unit review committee and unit review committee vote (provided by the unit review committee chair): The recommendation shall include the names of the committee members. Committee member signatures on recommendation letters are not required.
9. Recommendation of the unit administrator (provided by the unit administrator).
10. Recommendation of college review committee and college review committee vote (provided by the college review committee chair): The recommendation shall include the names of the committee members. Committee member signatures on recommendation letters are not required.
11. Recommendation of dean (provided by the dean).
12. Dissenting opinion letters, if applicable (provided by the applicable party): Dissenting opinion letters must name the author of the dissenting opinion.