

*Librarian Promotion Checklist*

**The official dossier for librarians' promotions must contain:**

- ☐ 1. University Information Form (provided by Office of the Provost)
- ☐ 2. Complete, current CV
- ☐ 3. Self evaluation, personal narrative (not to exceed 750 words)
- ☐ 4. Promotion Requirements for Librarians
- ☐ 5. Summary description of annual evaluations (provided by supervisor)
- ☐ 6. Recommendation of relevant library division PAC
- ☐ 7. Recommendation of relevant library division Assistant Dean
- ☐ 8. Recommendation of library-wide PAC
- ☐ 9. Recommendation of Dean of Libraries