COMMITTEE COMPOSITION (By 9/7/2018)

☐ Send Terri Day (terri.day@unt.edu) the following lists: (1) unit review committee membership, noting the chair; and (2) college review committee membership, noting the chair.

DEPARTMENT CHAIR DOCUMENTATION (By 9/13/2018)

Upload the following information:

☐ Unit tenure and promotion criteria*
☐ Cumulative results of annual evaluations*
☐ Evidence of mentoring and support*
☐ Summary evaluation of teaching effectiveness*
☐ Statistical summaries of student evaluation of teaching*
☐ Interpretive comment on the statistical summaries*
☐ Other evidence of student learning
☐ Additional documentation (department-specific, if necessary)

DEPARTMENT CHAIR RECOMMENDATION (Between 10/14 and 11/13/2018)

☐ Note candidate recommendation (affirmative/negative)*
☐ Upload your recommendation letter*

* Mandatory

RESOURCES

FIS Workflow Instructions
UNT Policy 06.005, Non-Tenure Track Faculty Reappointment and Promotion