

TENURE AND PROMOTION PROCESS
AND
VOLUME I ONLINE IN A PROTECTED ACCESS SITE

1. Faculty member creates dossier and shares it with chair and/or dean for “completeness” suggestions.

2. Faculty member prepares an electronic copy of Volume I and places it

University Personnel Committee with the F2.11 and place Volume II in Library 717 for its review.

7. Following the two reviews at the department level, any external letters of evaluation/recommendation sent directly to either the chair of the Department Personnel Committee or the department chair, as well as the evaluation memoranda of the Departmental Personnel Committee and the department chair – which will have been considered by those two entities – are forwarded (in “hard” copy format) to the dean along with Volume II and the updated and signed F2.11) VCi-2(o)-11(m)4 Td [(wh)-4(ic

10. Following the reviews by the College Personnel Committee and the dean, the evaluation memoranda completed by these two bodies will be scanned to the Volume I website by the College Coordinator. The College Coordinator will inform the provost that Volume I of the dossier is ready for review by the University Personnel Committee, and provide access information. Following the completion of his/her review, the dean will transmit Volume II of the dossier along with the signed F2.11 form to the Office of the Provost.

11. After completion of the reviews at the department level, any additional items which the faculty member or one of the review bodies wishes to have included in the dossier for consideration by higher level