Tenure and/or Promotion Letter of Evaluation

Department, School, and CDFPT Committees

**Candidate Name**:

**Department**:

**Current Rank**:

**School**:

**Campus**:

**Candidate for** (check one or both) **[ ]** Tenure**[ ]** Promotion to the rank of**:**

*(Double click on the box to get the option to check the box)*

**This evaluation is made by** **[ ]** Department TAP committee

**[ ]** School/College TAP committee

**[ ]** CDFPT Committee

**[ ]** Other:

**We recommend for tenure** [ ]  Yes [ ]  No [ ]  N/A [ ]  Other:

**We recommend for promotion**  [ ]  Yes [ ]  No [ ]  N/A [ ]  Other:

Record vote(enter a number for each, if any)

* The candidate merits tenure or/and promotion**:**
* The candidate may merit tenure or/and promotion, but the case needs further discussion**:**
* The candidate does not merit tenure and/or promotion**:**
* Recuse**:**
* Abstain**:**
* Non-voting member**:**
* Other**:**

**List of committee members**:

**Use this form to *evaluate*, not summarize, details of the candidate's professional career, remarking particularly on the candidate's impact in the areas noted.**

**TEACHING**

*Address each element: Peer evaluations of candidate's teaching effectiveness; Student evaluation of candidate's teaching effectiveness; Evaluation of candidate’s instructional duties and effectiveness, other teaching duties (e.g., mentoring) and professional development pursued*:

**SCHOLARSHIP**

*Address each element: Progress toward advanced degree (if applicable); Evaluation of candidate's scholarly productivity (quantity of output); Evaluation of candidate’s scholarly impact (quality of scholarship, including sustainability or trajectory); Evaluation of candidate's participation in professional scholarly activities, evidence of external recognition*:

**SERVICE**

*Address each element: Evaluation of candidate's impact in their profession (External service); Evaluation of candidate's INTERNAL service to students, department, school, University, and (if relevant) community*:

**OTHER REMARKS** *(limit response to 250 words)*:

**Before signing, review this report for the following Characteristics of Effective Promotion and Tenure Letters:** *(Double click on the box to get the option to check the box)*

[ ]  Articulates a clear analysis of the candidate’s performance in teaching, scholarship, and service.

[ ]  Presents the most relevant elements of the candidate’s work to highlight their performance.

[ ]  Comments on any change in direction in candidate’s teaching, scholarship, and service.

[ ]  Explains any unusual circumstances related to the candidate’s work that has had an impact on their performance.

[ ]  Comments on the extent of a candidate’s success in completing any performance improvement plans resulting from prior annual, third-year, or teaching evaluations.

[ ]  Incorporates information from internal and external evaluators.

[ ]  Complements information presented in the candidate’s personal statements for teaching, scholarship, and service.

My signature below certifies that this evaluation has been seen and approved by all Committee members.

**Print Name**:

**Date**: