Clinical Promotion

Chair’s Letter of Evaluation

*Information must be typed*

**Candidate Name**

**Department**

**Current Rank**

**School**

**Campus**

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

For the past       years, Dr.      ’s average faculty assignment has been      % in teaching,      % in scholarship, and      % in service.

*Optional:* Comment on the nature of the candidate’s assignment of responsibility.

**Teaching**

***Essential Elements*** *(provide up to 250 words per element)*

Description of Teaching Responsibilities:

Effectiveness of Course Delivery (citing course evaluations and peer observations):

Quality of Course Content:

***Other Elements*** *(Optional, no more than 200 words per element)*

Quality of Course/Curriculum Development; Effectiveness in Mentoring Students; Recognition of Teaching; Use of Research and Original Creative Work and/or Service to Enhance Teaching:

***Summary Evaluative Statement about Teaching****.*

**Scholarship**

***Essential Elements*** *(Provide up to 250 words per element)*

Description of applicant’s program of Scholarly Work:

Quality of Scholarly and Original Creative Work:

Provide an assessment of the dissemination outlets in the candidate's area of scholarship work, such as the quality of journals, peer-reviewed conferences, and venues of presentations or performance, including the quality of electronic publications. This assessment is required. The quality and stature detailed in the assessment may be reflected by acceptance rates, the nature of peer review, the quality of the reviewing agency/organization, or other measures; whenever possible, these indices should be cited.

Productivity/Scholarly Accomplishments:

Trajectory or Sustainability of Scholarly Work:

***Other Elements*** *(Optional; up to 200 words per element)*

Recognition of Scholarly Work; Use of Teaching and/or Service to Enhance Research and Original Creative Work:

***Summary Evaluation Statement about Scholarship.***

**Service**

***Essential Elements*** *(up to 250 words per element)*

Service to the Institution (University, College, Department, and Program):

Service to the Profession:

***Other Elements*** *(Optional, up to 200 words per element)*

Recognition of Service; Use of Service to Enhance Scholarly Work and/or Teaching; Service as a Faculty Mentor to Faculty; Service to Society:

***Summary Evaluative Statement about Service****.*

**Conclusion: Overall Evaluative Summary**

***Indicate agreement or disagreement with departmental Clinical Promotion committee recommendation.***

**Before signing, please review your letter for these Characteristics of Effective Promotion Letters:**

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 his/her 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 his/her 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.

Print Name:

Signature *(type, do not scan):*

Date: