

**Portfolio for Promotion and Tenure 2011-2012**

**DEMOGRAPHIC DATA:**

Name: \_\_\_\_\_  
 Department: \_\_\_\_\_ Rank: \_\_\_\_\_  
 College: \_\_\_\_\_ Effective Date of Rank: \_\_\_\_\_  
 Title: \_\_\_\_\_ Date of Initial Appointment: \_\_\_\_\_

**REQUESTED ACTION:**

Promotion to rank of \_\_\_\_\_  Request for tenure

**SPECIAL AGREEMENTS** (check, if applicable)

- Previous Consideration (if candidate has been considered previously, but promotion and/or tenure were/was not awarded, supply letters of denial, outlining conditions needing to be addressed and place in section C.)
- Prior Service Agreement (place in section E).
- Time Extension Agreements (place in section E).

**CANDIDATE'S SIGNED STATEMENT**

I have reviewed the portfolio and believe it to be accurate, complete, current, and ready for review.

\_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date

As any additional materials are included in the portfolio, copies must be provided to the candidate. The candidate will have 14 days to provide a written response.

Should the faculty member and department chair/head disagree on the inclusion or exclusion of some materials, the faculty member may indicate his/her objection in this signed statement.

**COMMENTS:**

**ADMINISTRATORS RESPONSIBLE FOR PORTFOLIO REVIEW:**

\_\_\_\_\_  
 Department/Unit Administrator \_\_\_\_\_  
 Dean

<b>ROUTING</b>		<b>ADDED MATERIALS INVENTORY</b>		
<b>Portfolio Received:</b>	<b>Date:</b>	<b>Materials Added:</b>	<b>By:</b>	<b>Date:</b>
Dept. PTE Committee	_____	_____	_____	_____
Dept. Chair	_____	_____	_____	_____
College PTE Committee	_____	_____	_____	_____
College Dean	_____	_____	_____	_____
Director	_____	_____	_____	_____
Provost/VPAA	_____	_____	_____	_____
President	_____	_____	_____	_____