

STATEMENTS OF EVALUATION OF THE CANDIDATE BY REVIEW COMMITTEES AND ADMINISTRATORS

This section contains:

* Evaluative statements assessing the candidate's strengths and weaknesses with respect to University and local criteria shall be provided at campus, department, college, and University levels. Each of these evaluative statements is inserted in the candidate's dossier at each step in the review process in the following order:

1. For tenure cases, all previous tenure review evaluations, presented in chronological order, beginning with the earliest probationary reviews
2. Campus review committee (if appropriate)
3. Campus chancellor (if appropriate)
4. Secondary department head (if appropriate)
- ** 5. Department review committee (if appropriate)
6. Department head, or other appropriate unit head; e.g., division head or school director (if appropriate)
7. College review committee (if appropriate)
8. College dean or campus chancellor
9. University Promotion and Tenure Review Committee (if appropriate)

The author(s) of the comments and recommendations at each of the above levels of review shall indicate the relative emphasis given to each of the University and local criteria/expectations in the evaluation of each candidate for promotion and tenure. When a candidate has not received a unanimous committee vote, the evaluation shall include a discussion of the reasons for the divergent opinions.

All committee reports should list the entire membership, be signed and dated by at least the Chair.

The numerical vote of each committee should be reported.

* Evaluative statements are required for tenure cases only. Post-tenure dossiers do not require prior evaluative statements.

** An individual's performance in an intercollege research program should be evaluated in writing by the program director or by appropriate faculty member(s).