



Transmittal Form | Expedited Review

Appointment, Promotion, and Tenure

| | | | |
|----------------------|--|----------------|--|
| Candidate's Name | | Primary Unit | |
| Present Rank | | College | |
| Date to Present Rank | | Secondary Unit | |
| Proposed Rank | | Citizenship | |
| | | Type of Appt: | |

Primary Unit

| Tenure Home | Meeting Date | Vote Summary | | Abstentions | | Absent | Sum |
|------------------------------|--------------|--------------|----|-------------|------|--------|-----|
| | | Yes | No | Vol. | Man. | | |
| Dept. APT Committee | | | | | | | |
| Department Chair | | | | | | | |
| College Ad Hoc APT Committee | | | | | | | |
| Dean | | | | | | | |

Secondary Unit

| Joint Appointment | Meeting Date | Vote Summary | | Abstentions | | Absent | Sum |
|------------------------------|--------------|--------------|----|-------------|------|--------|-----|
| | | Yes | No | Vol. | Man. | | |
| Dept. APT Committee | | | | | | | |
| Department Chair | | | | | | | |
| College Ad Hoc APT Committee | | | | | | | |
| Dean | | | | | | | |

Contact Information

| | Name | Phone | Email | Address |
|-----------------------------|------|-------|-------|---------|
| Dean | | | | |
| College Ad Hoc Spokesperson | | | | |
| Dept. Chair | | | | |
| Dept. APT Spokesperson | | | | |

Items to be Included in the Dossier

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|---|---|--|
| <ol style="list-style-type: none"> 1. Transmittal Form 2. Curriculum Vitae 3. Reputation of Publication Outlets 4. Personal Statement 5. Summary Statement of Professional Achievements 6. Promotion Criteria | <ol style="list-style-type: none"> 7. Agreement of Modified Unit Criteria (if applicable) 8. Department APT Report 9. Department Chair's Letter 10. College Ad Hoc Committee Report 11. Dean's Letter 12. Optional Teaching Statement 13. Peer Evaluation Data | <ol style="list-style-type: none"> 14. Mentoring, Advising & Research Supervision 15. Credentials of External Evaluators 16. Responses from External Evaluators 17. Letter Log of Evaluation Requests 18. Sample Letter Requesting Evaluation 19. Declines from Evaluators |
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