

Faculty Promotion Application Requirements 2023-2024

Required items are to be included in the online process:

1. **Current Curriculum Vita** must include your name, department, rank, date that rank was achieved, faculty appointment date, higher education background — degrees, years received, and the granting institutions. If a terminal degree equivalency is claimed, include the date on which the terminal degree equivalency was established. Incorporate a description of academic and professional experiences, including teaching, research, publications and other creative works, research and scholarly work in progress; student advisement, professional service, special honors or awards; professional recognition, committee memberships or other university or community special assignments with dates of service indicated.

2. **Summary Statement** indicating the candidate's accomplishments related to the specifically applicable merit-based criteria: teaching, scholarship and service.

3. **Peer Observations**--Evidence of teaching competence must include three faculty (peer) observations completed within the semester of application or in the preceding two semesters.

4. **Student Opinionnaires**--Evidence of teaching competence must include separate opinionnaires for every class taught in any of the three semesters prior to application, from the same semester.