## University Committee on Academic Rank and Tenure

## Recommendation of the Dean for Evaluation of Tenured or Tenure-Track Faculty Only

The Dean of the College~~/~~ or School in which the candidate’s department is situated shall complete and submit this form to the University Committee. The Dean shall include this form with the completed application materials submitted to the University Committee. **This form is to be used only for tenured or tenure-track faculty in connection with promotion and/or tenure.** University norms and procedures for promotion and tenure are described in Sections III.E. and III.F. of the *Faculty Manual*.

*Please complete and sign this form and attach it to a letter of evaluation for each candidate. In your letter, address items #5, #6, and #7 below.*

1. **Candidate’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Applying for:** [ ]  **Promotion Only** [ ]  **Tenure Only** [ ]  **Both Promotion and Tenure**
3. **Date of the Candidate’s Initial Appointment:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. **Date of the Candidate’s Most Recent Promotion (if applicable):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. *State clearly and specifically whether or not you recommend this faculty member for promotion and/or tenure and note any special circumstances or information not reflected in the candidate’s dossier that is relevant to your recommendation.*
6. *Where your recommendation is at variance with the department’s recommendation or the recommendation of the College/School Committee, indicate how and why you differ. Explain your reasons in detail and, if possible, specifically address any issues raised by peer reviewers or those who did not recommend promotion and/or tenure.*
7. *If the candidate is applying for early consideration for promotion and/or tenure, specifically discuss the factors supporting or not supporting your recommendation.*

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Signature Date

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 (Please print name)