

DEPARTMENTAL RECOMMENDATION SUMMARY

Department: _____ Date _____

Name of candidate: _____

RECOMMENDED ACTION ON APPOINTMENT, REAPPOINTMENT, OR PROMOTION (check box):

Appointment Reappointment (at same rank)
Promotion Terminal appointment

RECOMMENDED ACTION ON TENURE (check box):

Tenure recommended
Tenure opposed - recommend terminal appointment
Tenure opposed - current appointment is terminal

RECOMMENDED RANK (check one):

Instructor (if beyond third year)
Assistant Professor Conditional on completing degree
Associate Professor Professor
Other (specify) _____

RECOMMENDED TERM (check one if pertinent):

One year Two years Three years
Other (specify) _____

PROCEDURE FOLLOWED IN REACHING RECOMMENDATION:

Number at each rank of those consulted:

VOTE OF DEPARTMENT MEMBERS:

Total number eligible to vote: _____
Number favoring recommendation _____
Number opposed to recommendation _____
Number abstaining _____
Number absent _____

DID YOU MAKE USE OF STUDENT EVALUATIONS?

or, in the case of new appointments, were students involved in the interviewing process?

Yes No

Method _____

Signature of Department Chair

Appendix D/May 5, 1993/Faculty Meeting:

When a department or program undertakes a search for a new member, all faculty on continuing appointments or renewable one-year appointments are expected to participate in defining the position and in interviewing candidates when they visit the campus. Tenured and tenure-track faculty vote on candidates. Should the tenured members so desire, voting rights may be extended to non-tenure-track faculty on continuing or renewable appointments; when that happens, their votes are separately recorded and reported to the Dean of Faculty and the President. Faculty with tenure vote on reappointment recommendations for all other faculty in their department or program. Tenured faculty vote on recommendations for tenure, regardless of the rank of the candidate. Tenured faculty of higher rank vote on recommendations about promotion for faculty of lower rank.

