Candidate Checklist for Promotion Dossier Completion for Tenure Track Faculty

For promotion to Associate Professor

\_\_\_\_ Updated CV in College of Medicine format

\_\_\_\_ Personal statement outlining activities in teaching, scholarship and service (PDF preferred)

\_\_\_\_ Copies of all teaching evaluations since appointment

\_\_\_\_ Peer evaluations of teaching (at least three in two different venues)

\_\_\_\_ Copies of up to 5 examples of teaching materials (PDF)

\_\_\_\_ Up to 5 publications (PDF)

For promotion to Professor

\_\_\_\_ Updated CV in College of Medicine format

\_\_\_\_ Personal statement outlining activities in teaching, scholarship and service

\_\_\_\_ Copies of all teaching evaluations since appointment or last promotion

\_\_\_\_ Copies of up to 5 examples of teaching materials (PDF)

\_\_\_\_ Peer evaluations of teaching (at least three in two different venues)

\_\_\_\_ Up to 5 publications (PDF)

\_\_\_\_ Demonstration of leadership in area of expertise

\_\_\_\_ Evidence of recognition outside the institution at the national or international level