

Checklist for Promotion Dossier Completion for Adjunct Clinical Faculty

For promotion to Associate Professor

- ___ Updated CV in College of Medicine format
- ___ Personal statement outlining teaching philosophy and teaching activities since appointment
- ___ Copies of all teaching evaluations since appointment
- ___ Copies of up to 5 examples of teaching materials
- ___ Examples of any publications or other evidence of professional productivity, if available

For promotion to Professor

- ___ Updated CV in College of Medicine format
- ___ Personal statement outlining teaching philosophy and teaching activities since appointment or last promotion
- ___ Copies of all teaching evaluations since appointment or last promotion
- ___ Copies of up to 5 examples of teaching materials
- ___ Examples of any publications or other evidence of professional productivity, if available
- ___ Demonstration of leadership in area of expertise