Committee on Promotion & Tenure
Checklist

Non-Tenure Track Review

Name__________________________________________

Department ______________________________________

Chair’s Letter ______
Department CPT Letter ______
Department CPT Membership ______
Curriculum Vitae ______
Position Description ______
Percent Effort Forms ______
SMHS Annual Performance Evaluations ______
Statement of Teaching ______
   Student Evaluations ______
   Peer Evaluations ______
   Administrative Evaluation ______
Statement of Scholarly Activity ______
Statement of Service ______
Self-Evaluation ______

Optional Materials
   Appendix ______

Additional documents can be added as an appendix limited to five. Include only most important documents that demonstrate accomplishments.

Please place this page in the front pocket of your dossier.