# University of Maine System

# Tenure and Promotion Application Form

(The candidate is requested to write all headings into the final application. If the information requested in a particular section does not apply, the candidate should indicate “not applicable”)

1. **Face Data**
   1. **Name**
   2. **Present Rank**
   3. **College/Department**
   4. **Professional Experience**

|  |  |  |
| --- | --- | --- |
| **Years(s)** | **Employer(s)** | **Position(s)** |
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|  |  |  |
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1. **Educational Background**

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| --- | --- | --- | --- |
| **Year(s)** | **Institution(s)** | **Field** | **Degree** |
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1. **Record of Actions**
   1. **Initial Probationary Appointment**
      1. Date:
      2. Length of Initial Appointment:
      3. Prior Experience Credited toward Tenure:
      4. Rank:
   2. **Reappointments**

|  |  |
| --- | --- |
| **Date(s)** | **Length** |
|  |  |
|  |  |
|  |  |

* 1. **Promotion(s)**

|  |  |
| --- | --- |
| **Effective Date(s)** | **To Rank** |
|  |  |
|  |  |
|  |  |

* 1. **Recommendations for:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Recommending Body** | **Recommendation**  **(Yes/No/No Action)** | **Signature** | **Date** |
| Peer Committee |  |  |  |
| Dean |  |  |  |
| Provost/VPAA |  |  |  |
| President |  |  |  |

* 1. **Exceptions to Board of Trustees Policy**

None/Yes

* 1. **Transmittal Letters**
     1. President
     2. Provost/VPAA
     3. Dean

1. **Candidate’s Profile**
   1. **Documentation of Teaching**
   2. **Documentation of Scholarship and Professional Activity**
      1. Publications and Creative Works
      2. Scholarly and Creative Work in Progress
      3. Professional Presentations
      4. Other Scholarly Activity
      5. Statement on the Status of Candidate's Scholarly and Creative Work
   3. **Documentation of Research/Training Grants**
   4. **Documentation of Department/Campus/College Service**
   5. **Documentation of Public Service**
   6. **Documentation of Special Recognition/Awards**
2. **Evaluations of Teaching**
   1. **Student Evaluations of Teaching**

This summary has been verified by

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Title\_ Date

* + 1. Summary of quantitative student evaluations
    2. Summary of qualitative student evaluations
  1. **Other Evaluations of Teaching**
     1. Peer evaluations of teaching
     2. Teaching awards
     3. Teaching of graduate students in the classroom and thesis advising

1. **Departmental Peer Committee Evaluation**
   1. **Evaluation Letter**
      1. Evaluation of Teaching
      2. Evaluation of Scholarship
      3. Evaluation of Service
   2. **Recommendation/Recommended Action**
2. **Letters of Review**
   1. **Letters Internal to (university name)**
   2. **Letters Internal to the University of Maine System, but External (university name)**
   3. **Letters External to the University of Maine System and (university name)**

Appendix: Curriculum Vitae