Statement of recommendation/rationale by tenured department member

This ***optional*** template can be filled out, or simply used as a reference guide, to aid those drafting recommendations and rationales for faculty candidates applying for tenure and/or promotion.

Your Name

Your Department

Date (mm/dd/yy)

Name of faculty candidate applying for tenure and/or promotion

Applicant's Department

Applicant's Department, if dual appointment

Before completing this evaluation, please make sure you have (1) reviewed the categories for faculty evaluation in Section 4.VI.B of the faculty manual, (2) reviewed the applicant's department Statement(s)of Significant Scholarly/Artistic Work, or in the case of joint appointment, the candidate's joint statement of expectations, and (3) thoroughly examined the following list of materials contained in the applicant's dossier:

1. the candidate's curriculum vitae
2. the candidate's professional statement
3. samples of the candidate's scholarly or artistic work
4. the candidate's teaching materials
5. the individually-completed student and alumni reviews of the candidate's teaching and the quantitative summaries of those reviews.

Do you support this applicant for tenure and/or promotion?

Recommend ☐ Do not recommend ☐

Specific recommendations and rationale:

1. **Has the applicant met criteria from category 1 (refer to Section 4.VI.B of the faculty manual)?** Yes ☐ No ☐
   Provide your rationale and/or evidence to support your decision *(recommended length: 150-200 words).*

2. **Has the applicant met criteria in category 2, as stated in the department or joint appointment Statement(s)of Significant Scholarly/Artistic Work?** Yes ☐ No ☐
   Provide your rationale and/or evidence to support your decision *(recommended length: 150-200 words).*

3. **Has the applicant met criteria in category 3 (refer to Section 4.VI.B of the faculty manual)?** Yes ☐ No ☐
   Provide your rationale and/or evidence to support your decision *(recommended length: 150-200 words).*

4. *Optional:* **Do you have any additional comments?**

Please submit this completed form to the initiator by November 1.