

SCHOOL OF ARTS AND SCIENCES
Faculty Personnel Action Sheet

**PROPOSAL FOR APPOINTMENT TO ASSOCIATE PROFESSOR
WITHOUT TENURE**

Name _____

who currently holds the rank of _____

at _____

Effective Date _____ for a period of _____ years

Department _____

DOSSIER (21 copies) Please paginate dossier and list page numbers before duplicating it.

_____ Letter from Department Chair (including exact faculty vote)

_____ Curriculum Vitae of Candidate
(indicate refereed articles and number of pages for each publication)
(include professional book reviews when appropriate)
(include grant support information when appropriate)

_____ Teaching Chronicle (SAS Form 99-15)

_____ Teaching Evaluations

_____ Distribution of Current Faculty (SAS Form 99-16)

_____ Intramural Letters of Reference (at least 3 or report of department
search committee)

_____ External Letters of Reference (at least 3)

_____ Equal Opportunity Compliance Statement
(original plus 1 copy - SAS Form 99-3)

_____ Certification of English Fluency in the Classroom (SAS Form 99-6)

CHAIR'S SIGNATURE _____

DATE _____