

## TENURE COVER SHEET

Faculty Member's Name \_\_\_\_\_

Rank \_\_\_\_\_ College \_\_\_\_\_ Department/Unit \_\_\_\_\_

1. It has been determined that the faculty member meets the criteria for consideration for tenure.
2. Evaluation by tenured faculty: Out of a total of \_\_\_ qualified departmental/unit peers\*, \_\_\_ peers have submitted recommendations as follows (show total for each category):

	Award Tenure	Not Renew Contract	Not Voting	Date and Initials of Committee Chairperson
Faculty				

The vote of the departmental/unit peers shall be interpreted as follows: A majority vote for the option to grant tenure or not to renew the contract is required for either of the options to be presented as the recommendation of the peers. Majority is to be determined by the majority of the qualified departmental/unit peers, not the majority of those voting.

3. Profile of recommendations at all levels (spaces provided on the right to be dated and initialed at each level):

Voting Category	Award Tenure	Not Renew Contract	Date and Initials
Departmental/Unit Chair			
College Dean			
Provost and Vice President for Academic Affairs			
President			

Enclosures (in order): Form T1, Form T2, Form T3, Forms T4, and T5 for each year since the faculty member was employed, student evaluations (using an approved University instrument) for each term (in all classes) for each of the previous five years or since initial appointment, whichever is the shorter period, and grade distributions (showing the course average against the students' average) for the terms in which the student evaluations are conducted, and if available, letters from departmental/unit peers, letter from the departmental/unit chairperson, letter from the administrator to whom the faculty member immediately reports, if not the departmental/unit chairperson, letters from individuals from outside the department/unit, other materials.

*\*Complete list of peers qualified to vote must be attached.*