

**Required and Supplemental Documents
Tenure, Reappointment, Promotion, and Sabbatical Leave**

Updated 7/27/23

	Document – (X) Required	Tenure	Tenure with Promotion	Reappointment	Promotion	Sabbatical Leave
1	CV	X	X	X	X	X
2	Candidate Information Form (Cover Form)	X	X	X	X	X
3	Teaching Statement with Index	X	X	X	X	N/A
4	Student Course Surveys – Fall Semester (completed in last 12 months)	X	X	X	X	N/A
5	Student Course Surveys – Spring Semester (completed in last 12 months)	X	X	X	X	N/A
6	Scholarship Statement with Index	X	X	X	X	N/A
7	Service Statement with Index	X	X	X	X	N/A
8	Peer Observation	X	X	X	Optional	N/A
9	Chair/Director Observation	X	X	X	Optional	N/A
10	Supplemental Documents for Teaching	Optional	Optional	Optional	Optional	N/A
11	Supplemental Documents for Scholarship—external letters, citations, addresses, etc. (See Faculty Roles & Expectations)	Optional	Optional	Optional	Optional	N/A
12	Supplemental Documents for Service	Optional	Optional	Optional	Optional	N/A
13	Sabbatical Proposal	N/A	N/A	N/A	N/A	X
14	Sabbatical Supplemental/Additional Documents	N/A	N/A	N/A	N/A	Optional
15	Final Report from last sabbatical	N/A	N/A	N/A	N/A	Optional
16	External Letters (Faculty)	X	X	N/A	X	N/A
17	External Letters (Librarian)	Optional	Optional	N/A	Optional	N/A