Third Year Pre-Promotion Faculty Review:

Faculty members at the rank of assistant professor in a tenure-eligible track should undergo an extensive review of their academic performance no later than the start of their fourth year of promotion eligibility. The criteria for promotion and/or tenure in all tracks is available on the Office of Faculty Affairs and Development website. <http://www.utoledo.edu/depts/facaffairs/>

Instructions to the Departmental Promotion & Tenure Committee (DPT):

1. Review the faculty member’s updated CV, last 3 annual reviews, and teaching evaluations since hire. Additional information as appropriate from the faculty member may be requested (such as publication impact factor or grant submission scores).
2. After completion of the review, please report to the Department’s Chair in regards to the faculty member’s progress towards promotion and/or tenure in their current faculty track. Areas were performance improvement may be needed should be highlighted.

*Both the faculty member and the Department Chair should sign and date below*

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Department Chair Date*

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*Faculty Member Date*