Report of Ad Hoc Committee Concerning the (Promotion/Appointment) of Professor ____________ in the Department/School Of ___________ , Date

The ad hoc committee recommends (unanimously/by a split vote of 2-1) that the department support the candidacy of _______ for (promotion/appointment) to the rank of ______.

Bulleted List of Strengths and Weaknesses

1. Composition of unit review committee. Chair W, Profs. X,Y, &Z.
2. External evaluators and evaluations. List evaluators with a rationale for the person’s selection.
3. Relationship and significance of the relevant broad field and subfield to the discipline.
4. Candidate's professional development, current research interests, likely future directions, and role in collaborative research.
5. Significance of the candidate’s research agenda in relation to recent intellectual developments in the field.
6. Candidate's scholarly trajectory to date, including specific contributions contained in respective published works, their influence on the field, and the breadth of the candidate's interests.
7. Disputes in the field.
9. Individual members of the appropriate peer group.
10. Teaching.
11. Service.

Additional Required Supplements to be provided in the Review Committee Materials Folder

- Statement(s) from other units to which the candidate contributes
- Description and importance of candidate’s field
- Statement appraising quality of journal(s) and/or publisher(s)
- Search committee report (for external appointments only). If there was no formal search, the Chair should summarize the process that led to the appointment. Include the following with any external appointment dossiers:
  i) Description of the search process;
  ii) Candidate-by-candidate assessment of the strengths and weaknesses of short list candidates;
  iii) A copy of the published advertisement, including all areas posted.