

**COLLEGE OF SCIENCE AND ENGINEERING**  
**Chair's Summary of Departmental Evaluation of Candidate for Tenure and/or Promotion**

Candidate's name: \_\_\_\_\_ Highest degree: \_\_\_\_\_

Department: \_\_\_\_\_

Date of last promotion: \_\_\_\_\_ Current rank: \_\_\_\_\_

Date and rank of initial appointment: \_\_\_\_\_

Periods of absence, excluding summers: \_\_\_\_\_

**DEPARTMENT EVALUATION**

	# Eligible To Vote	Distribution of Faculty Ratings (excluding Chair)						Chair's Rating
		1	2	3	4	5	6	
A. Teaching	_____	_____	_____	_____	_____	_____	_____	_____
B. Scholarship	_____	_____	_____	_____	_____	_____	_____	_____
C. Service	_____	_____	_____	_____	_____	_____	_____	_____

**DEPARTMENT RECOMMENDATION – TENURE AND/OR PROMOTION**

# Eligible To Vote	Number For	Number Against	Chair's Recommendation
_____	_____	_____	_____

Total number of faculty included in above departmental evaluation \_\_\_\_\_

Number of tenured faculty in the department \_\_\_\_\_

Number of non-tenured faculty in the department \_\_\_\_\_

Number of tenured faculty, other than candidate, not participating in this evaluation  
 (Attach a list of names with reasons for non-participation of each) \_\_\_\_\_

**INSTRUCTIONS TO CHAIRS**

Submit a statement as an appendix to this form as described in the [COPEP Guidelines for Faculty Review Letters](#).

*Include original and 2 copies of this summary and attachments with materials submitted to the T&P Committee.*

**Signature of Chair:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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Chair's statement as described in the [COPEP Guidelines for Faculty Review Letters](#).

Candidate's name: \_\_\_\_\_