



## **Checklist for Faculty Promotion**

**Name:** \_\_\_\_\_

**Current Faculty Rank:** \_\_\_\_\_

**Number of Years at Current Faculty Rank:** \_\_\_\_\_

**Proposed Faculty Rank:** \_\_\_\_\_

Rowan Employed

CUHC Coterminous

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

**Date of CMSRU Appointment:** \_\_\_\_\_

1. Checklist (*Version 08/2023*)
2. Letter of Intent to departmental chair and the dean (one letter) (*Version 08/2023*)
3. Candidate Summary of Accomplishments (no more than 3 typed pages)
- 4a. CMSRU Review Sheet for Faculty Promotion
- 4b. Departmental Voting Form
5. Letter of Nomination by Department Chair
6. Report from Departmental Appointments and Promotions Committee
7. Curriculum Vitae (*do not remove sections or change headings*)
8. Letters of Recommendation (*as per guidelines*)
9. Teaching Dossier (*Follow Template*)
10. Personal Statement (*Optional*)