



Letter of Nomination by Department Chair

The Department Chair shall compose a letter outlining their support of faculty for promotion and addressing the faculty member's qualifications in each of the four domains: teaching effectiveness, scholarly activity, clinical service (if applicable) and participation in service to the institution, community and the profession.

The Departmental Chair's letter shall address the faculty designation of academic educator, academic investigator, clinician educator, or clinician investigator and indicate tenure or non-tenure track, and co-terminous (Cooper employed) or tenure-track (Rowan employed) promotion.

Address to:

Annette C. Reboli, M.D.
Dean
Cooper Medical School of Rowan University
401 South Broadway, Suite 320
Camden, NJ 08103

Sample introductory sentences:

Dear Dean Reboli:

Clinical Faculty: It is with great pleasure that I write this nomination letter for the promotion of Dr. _____ to **(Rank)** of **(Department)** **co-terminous, non-tenure with designation as Clinician Educator** at Cooper Medical School of Rowan University.

Or

Dear Dean Reboli:

BMS Faculty: It is with great pleasure that I write this nomination letter for the promotion of Dr. _____ to **(Rank)** of **(Department)** on the tenure-track **with designation as Academic Educator** at Cooper Medical School of Rowan University.