College of Arts & Sciences

Annual Evaluation of Untenured Faculty

Academic Year

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| --- | --- |
| Department/Curriculum Name |       |
| Submitted By |       |

 [ ]  Check here if your department has no untenured faculty to review.

All **tenure track** faculty who have not been **reviewed or conferred tenure** must have an annual conference with the Chair. A **written summary** of the conference must be placed in the faculty member’s file. In addition, a copy must be sent to the faculty member, who may write a response to the file if he/she wishes.

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| **Name** | **Rank** | **Date of Conference** |
| *EX: Jane Doe-Smith* | *Assistant Professor* | *April 6, 20XX* |
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Please submit via RASR

by **June 30th**