

Formal Third-Year Post-Tenure Review (3PTR Formal) Dossier

DATE:

CANDIDATE:

RANK:

SCHOOL/COLLEGE:

DEPARTMENT/UNIT:

DEAN:

DEPARTMENT/UNIT HEAD:

Checklist of Items for Dossier:

Voting Summary

Dean's Response to Formal Process

Candidate's Response to Dean or Unit Head (if applicable)

Department or Unit Review Criteria

Department or Unit Head's Evaluation and Recommendation

Department or Unit Personnel Committee Report including vote

Curriculum Vitae

Candidate Statement

Scholarship or Creative Activity Materials (optional)

Student Experiences of Teaching Report (Cognos)

Supplementary Teaching Materials (optional)

Instructor Reflection Report (optional)

Peer Review(s) of Teaching

Service Materials (optional)

Contributions to DEI Materials (optional)

Copy of prior development plan (if applicable)

Sabbatical Report (if applicable)

Copy of Other Unit/Department Head 3PTR Report (if joint appointment)

Voting Summary in Response to the Committee Report

	# of eligible voters	Yes	No	Abstain	Recuse	Absent
Department/Unit Faculty (only if unit policy requires a faculty vote)						
Department/Unit Personnel Committee						

Here, the vote refers to the committee report. A “yes” vote indicates that the voter agrees with the conclusions of the report.

Leave voting row blank if not applicable.

All eligible voters are expected to participate. Explain all abstentions and recusals in the Comments section below.

Abstained: Participated in the process and chose not to vote.

Recused: Not allowed to vote (conflict of interest, already voted at another level of the review, etc.).

Absent: Self-explanatory.

Comments:

REQUIRED

Dean's Response to Formal Process

Please check one of the following:

Informal Review

Formal Review

Do you recommend a development plan?

Yes

No

Comments:

IF APPLICABLE

Candidate's Response to Dean or Unit Head

REQUIRED

Department or Unit Review Criteria

Provide a link to the department criteria that directly applies to this faculty member. In some cases, a faculty member may have elected to be evaluated under a prior version of the department criteria (if applicable). Make sure that the correct version is either included here in full, or a direct link is provided.

REQUIRED

Department or Unit Head's Evaluation and Recommendation

- Summary of unit process, evaluation, and independent recommendation. Please do not repeat other reports.
- Signed and dated
- For formal 3PTR reviews, the department head letter is similar in format to a department head letter for promotion and tenure.

REQUIRED

Department or Unit Personnel Committee Report

- Signed and dated by all committee members.

REQUIRED
Curriculum Vitae

The candidate should review and follow the Office of the Provost's CV template.

- Clearly differentiate between accomplishments that occurred during the review period by using yellow highlighting.
- Signed and dated.

REQUIRED
Candidate Statement

The statement should expressly address the subjects of teaching, scholarship/creative activity; service contributions to the academic department/unit, center/institute, school/college, university, professional, and the community; and contributions to diversity, equity, and inclusion. The faculty member should refer to the Office of the Provost guidance on writing the statement.

- Must not exceed 6 pages.
- Signed and dated

Optional

Scholarship or Creative Activity Materials

This section is for any scholarship or creative activity documentation that is not already available via (links in) the CV.

REQUIRED if appointment includes teaching

Teaching (Cognos)

Student Experiences of Teaching Report (SETR)

This report is a combined version of what used to be the Teaching Detail Report and the Teaching Overview Report. Access the SETR via:

Cognos.uoregon.edu >
Team Content >
Departmental Folders >
Provost's Office >
Teaching Evaluation Reports >
Student Experiences of Teaching

Optional Supplementary

Teaching Materials

The candidate may include course syllabi, a list of courses developed during the review period, a list of teaching-related training undertaken, examples of assignments and exams, websites, and other evidence of teaching.

OPTIONAL
Instructor Reflection Report

REQUIRED

Peer Reviews of Teaching

One or more peer teaching evaluation(s) is required for third-year post-tenure review.

- [Frequency of peer review information.](#)
- Signed and dated by reviewer and candidate.

OPTIONAL

Service Materials

This section is optional, as service accomplishments are usually documented in the CV and/or statement.

OPTIONAL

Contributions to DEI Materials

This section is optional, as contributions to DEI are usually documented in the CV and/or statement.

IF APPLICABLE

Prior Development Plan or Reassignment Notification

[This is applicable only if the candidate is on an existing development plan.]

IF APPLICABLE

Sabbatical Report

(Required if the candidate took a sabbatical during the review period.)

IF APPLICABLE

Other Unit/Department Head 3PTR Report (if joint appointment)