

Supplementary Dossier for Career Instructional Faculty Promotion Review

DATE:

CANDIDATE:

SCHOOL/COLLEGE:

DEPARTMENT/UNIT:

Checklist:

Materials Provided by the Department or Unit (indicate which materials are being provided):

Pre-2019 teaching data from CollegeNET (if applicable)

Instructor Reflection Report (OPTIONAL)

Curriculum Vitae of External Reviewers (if applicable)

Other (list here, if applicable):

Materials Provided by the Candidate (indicate which materials are being provided):

Scholarship, Research, or Creative Activity Materials (if applicable)

Supplementary Teaching Materials (if applicable)

Supplementary Service Materials (if applicable)

Supplementary DEI Materials (if applicable)

Other Materials (list here, if applicable):

IF APPLICABLE

Pre-2019 Student Comment Reports from CollegeNET

Note: If the review period extends prior to 2019, provide the pre-2019 student survey data here (required).

Access the pre-2019 Student Comment Report via Eval25, accessed via duckweb.

From the DuckWeb Information System, select Course Surveys >

Open the Course Survey Site >

Reports > Report Browser >

Select Instruction and all courses in the review window >

Create Batch File >

Click Batch Reports >

Select "Pre-2019 Student Comment Report" as the Report

These [linked instructions provide screenshots](#) to assist you.

IF APPLICABLE

Curriculum Vitae of External Reviewers

- Provide CVs of all external reviewers

IF APPLICABLE

Supplementary Scholarship, Research, or Creative Activity Materials

Add any published materials here that the faculty member wants to make available for reviewers. The faculty member may also choose to provide copies of works in progress.

Tip: It may be possible for the faculty member to provide working links (links accessible to all reviewers – including all external reviewers) to publications in their CV or on a cover page here, rather than attaching pdfs. This works well only if there is ONE place for reviewers to go to access copies of publications. If some publications are linked in one spot and provided in another, reviewers might miss some of the material. In that case it is best to stick to the traditional method of including everything here in the supplementary dossier.

IF APPLICABLE

Supplementary Teaching Materials

The faculty member may choose to provide more detailed documentation of their teaching activity here (copies of representative syllabi, etc.). Optional.

IF APPLICABLE

Supplementary Service/Professional Development/Professional Activity Materials

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

IF APPLICABLE

Supplementary DEI Materials

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

IF APPLICABLE
Other Materials