

SAMPLE BALLOTS FOR PROMOTION AND/OR TENURE CASES BY TYPE

Promotion to Associate Teaching Professor or Associate Clinical Professor

Teaching – choose one:

- ☐ Excellent
- ☐ Strong*
- ☐ Less than strong*
- ☐ Abstain

Service – choose one:

- ☐ Excellent
- ☐ Strong*
- ☐ Less than strong*
- ☐ Abstain

Note: To provide a favorable recommendation, the criteria are Excellence in Teaching and Excellence in Service.

*Justification required in recommendation letter

Promotion to Full Teaching Professor or Full Clinical Professor

Teaching – choose one:

- ☐ Excellent
- ☐ Strong*
- ☐ Less than strong*
- ☐ Abstain

Service – choose one:

- ☐ Excellent
- ☐ Strong*
- ☐ Less than strong*
- ☐ Abstain

Note: To provide a favorable recommendation, the criteria are Excellence in Teaching and Excellence in Service.

*Justification required in recommendation letter

Promotion to Associate Professor with Tenure or Tenure Only at the Rank of Associate or Full.*‡

Research, Creative, or Professional Activity– choose one:

- ☐ Excellent
- ☐ Strong*
- ☐ Less than strong*
- ☐ Abstain

Teaching – choose one:

- ☐ Excellent
- ☐ Strong*
- ☐ Less than strong*
- ☐ Abstain

Service – choose one:

- ☐ Excellent
- ☐ Strong
- ☐ Less than strong*
- ☐ Abstain

Note: To provide a favorable recommendation, the criteria are Excellence in Research, Creative, or Professional Activity; Excellence in Teaching; and Strength in Service.

*Justification required in recommendation letter

Promotion to Full Professor

- ☐ Yes
- ☐ No*
- ☐ Abstain

Note: To provide a favorable recommendation, the candidate must meet the minimal criteria outlined in the contract.

*Justification required in recommendation letter

‡ You may occasionally have a faculty member applying for tenure at the rank of Full Professor. In those cases, committees should conduct separate votes for tenure and for promotion. Committees can use the tenure ballot, voting separately on the three criteria, and also the simple “Promotion to Full Professor” ballot. Be sure the letter specifies that both votes were taken, and the vote counts on each item.

