

## Post-Tenure Review

Post-tenure review is a valuable process aimed at fostering the ongoing development and growth of faculty members. This process supports faculty in identifying opportunities for professional enrichment and in enhancing their contributions to the academic community. Through post-tenure review, the Institute provides a springboard for continued achievement and ensures accountability while fulfilling Institute expectations.

Faculty are expected to carefully assemble and submit all necessary materials that showcase their accomplishments. In addition to these materials, faculty must include this submission checklist and statement of completeness. These documents confirm the thoroughness of the submission and facilitate an efficient and transparent review process.

Faculty members should use the submission checklist as a guide to assemble their portfolio of documentation. After compiling the required materials, faculty must complete the statement of completeness as directed. This signed form must accompany the post-tenure review packet at the time of submission for evaluation.

### Submission Checklist

- ✓ List of evaluation criteria, if different from the standard of 40% research, 40% instruction, and 20% service
- ✓ CV
- ✓ Statement, up to five pages
- ✓ CIOS scores since last PTR or last successful promotion review
- ✓ Annual performance reviews for last five years
- ✓ Submission checklist with signed statement of completeness

### Statement of Completeness

I have reviewed the materials listed in the checklist above. I attest to the completeness and accuracy of those materials to the best of my knowledge and to the completeness of this post-tenure review package.

By typing my full name in the field below, I am indicating my signature to this statement.

Name

Date