

prepared by _____

_____ is currently being considered for **promotion to Associate Professor**. As someone from whom a letter has been requested, your recommendation is earnestly solicited.

The main criteria and qualifications bearing upon tenure and promotion are set forth in the Bylaws to the Faculty Constitution (Article V, Section 1, Subsection b). To assist you in evaluating this candidate, these have been summarized below. While the following form is useful to rate the candidacy of your colleague, your additional comments are essential for the committee. Please use the full text of the criteria and qualifications [attached] as a guide to your rating as well as your comments.

Instructions: Please check the appropriate box for each separate criterion and the overall recommendation. Attach a separate page with elaboration on, and reference to, each. Please clearly identify each specific criterion in the letter of recommendation that you attach. Include the basis of your opinion--observation, team-teaching, etc.

Return to Office of the Provost by September 18, 2017.

CRITERION 1:

Faculty shall provide evidence of excellent teaching and a concern for improving the quality of their teaching.

Excellent teachers display a variety of qualities; they challenge their students intellectually, communicate effectively, show commitment to learning, remain current in their disciplines, and demonstrate personal and professional integrity.

Shall have demonstrated competency and continued growth as a teacher on the university level.

With regard to this criterion, I consider the candidate:

- Outstanding
- Very good
- Good
- Marginally adequate
- Unsatisfactory
- I lack sufficient knowledge to comment.

CRITERION 2:

Faculty shall provide evidence of competence and continued growth in professional activity.

Professionally active faculty demonstrate accomplishment in the scholarship. Scholarship may take any of the four forms – discovery, integration, application and teaching – all of which involve interacting with peers in ways that benefit students, colleagues, communities, disciplines, and themselves.

Shall have evidenced a continued development in scholarship.

With regard to this criterion, I consider the candidate:

- Outstanding
- Very good
- Good
- Marginally adequate
- Unsatisfactory
- I lack sufficient knowledge to comment.

CRITERION 3:

Faculty shall provide evidence of service to the university, their profession, and the community.

Faculty engage in activities that benefit the university, their profession, and the community through lives of thoughtful inquiry, work, leadership, and care.

Shall have evidenced influence and leadership in the academic development of the university.

With regard to this criterion, I consider the candidate:

- Outstanding
- Very good
- Good
- Marginally adequate
- Unsatisfactory
- I lack sufficient knowledge to comment.

OVERALL RECOMMENDATION:

This Candidate should be recommended for promotion to Associate Professor at Pacific Lutheran University.

- **STRONGLY SUPPORT**
- **SUPPORT**
- **MIXED FEELINGS**
- **DISAGREE**
- **STRONGLY DISAGREE**
- **I PREFER TO NOT MAKE A RECOMMENDATION**

Signature

Date

pages attached