

Application for Promotion Cover Sheet 2012-2013

Name _____

Date _____

Current Rank _____

Dpt./Unit at BSU _____

Length of Service in Current Rank _____
(normally 3 years in rank minimum)

Years at BSU _____

Dates of last two (2) evaluations _____

Date of Tenure (if applicable) _____

Highest Degree Earned _____

Major _____

Date _____

University _____

Signatures:

Applicant _____

Date _____

Application and Documentation Received By:

Chair _____

Date Received _____
(no later than November 21, 2011)

Supervisor/Dean _____

Date Received _____
(no later than January 31, 2012*)

Supervising Vice President(s)

Date Received _____
(no later than March 2, 2012)

Date Received _____
(no later than March 2, 2012)

President _____

Date Received _____
(no later than May 1, 2012*)

The decision to promote shall be based on a demonstrated cumulative requisite record of professional performance and high achievement appropriate to the relevant rank. The criteria used in promotion include each of the following:

1. Demonstrated ability to teach effectively and/or perform effectively in other current assignments.
2. Scholarly or creative achievement or research.
3. Evidence of continuing preparation and study.
4. Contribution to student growth and development.
5. Service to the university and community.

Attach to this cover sheet your application for promotion, along with all supporting documentation, addressing each of the five criteria.