

Faculty Rank and Promotion Portfolio Contents Check Sheet

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| 1. Vita or Resume | | _____ |
| 2. Table of Contents | | _____ |
| 3. Statement of Teaching Philosophy | | _____ |
| 4. Teaching Excellence | | |
| Summary of Information | | _____ |
| Documentation | | _____ |
| 5. Service to the College | | |
| Summary of Information | | _____ |
| Documentation | | _____ |
| 6. Professional Accomplishments | | |
| Summary of Information | | _____ |
| Documentation | | _____ |
| 7. Community Service | | |
| Summary Information | | _____ |
| Documentation | | _____ |

(Note: Documentation is accepted for the last four years in application for Assistant Professor, and the last seven years for Associate Professor, Professor, or Senior Professor. Teaching Excellence is the only required category and represents a possible 60 points of the 90 necessary for advancement. Each of the other categories represent a possible 20 points, and may be used in any combination to reach the total as long as at least 50 of the total points are from Teaching Excellence.)