

OFFICE OF THE DEAN

Modern Languages Building Room 345 PO Box 210067 Tucson, AZ 85721-0067 Tel: 520-621-1044 Fax: 520-621-5594

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THREE-YEAR REVIEW CHECKLIST

Heads/Directors: Please initial each line after you have reviewed each item for the dossier. Submit this checklist with the pertinent evaluation and complete dossier to the associate dean no later than December 16.

Candidate's name		
Section 1:	Summary Data Sheet (Use as the cover page)	
Section 2:	Summary of Candidate's Workload Assignment (Prepared and Signed by Department Head)	
Section 3:	Department Promotion and Tenure Procedures (include dept. only)	
Section 4:	Curriculum Vitae, and List of Collaborators (Prepared by Candidate)	
Section 5:	Candidate's Statement of Accomplishments and Objectives on Teaching, Research and	
Section 6:	Teaching Portfolio (Prepared by the Candidate)	
Section 7:	Evaluation of Teaching and Teaching Portfolio (Prepared by the Departmental Committee)	
Section 8:	Service and Outreach Portfolio (optional)	
Section 9:	Membership in Graduate or Other Interdisciplinary Programs (if applicable) Head/Director Reviewed	
Departmen	htal Committee's Evaluation/Recommendation to Head/Director (Committee's signatures provided)	
Submit all publications/creative activity (Published or Accepted)		
Head/Director's signatureDate		