**SAMPLE DEPARTMENT BALLOT FOR TENURE AND PROMOTION TO THE RANK OF**

 **ASSOCIATE PROFESSOR**

**Tenure and Promotion Ball for Dr. XXX**

**Department of XXX**

**Rating in Research (omit if abstaining)**

\_\_\_\_\_\_\_\_\_ Excellent

\_\_\_\_\_\_\_\_\_ Very Good/Highly Satisfactory

\_\_\_\_\_\_\_\_\_ Satisfactory

\_\_\_\_\_\_\_\_\_ Unsatisfactory

**Rating in Teaching (omit if abstaining)**

\_\_\_\_\_\_\_\_\_ Excellent

\_\_\_\_\_\_\_\_\_ Very Good/Highly Satisfactory

\_\_\_\_\_\_\_\_\_ Satisfactory

\_\_\_\_\_\_\_\_\_ Unsatisfactory

**Rating in Service (omit if abstaining)**

\_\_\_\_\_\_\_\_\_ Excellent

\_\_\_\_\_\_\_\_\_ Very Good/Highly Satisfactory

\_\_\_\_\_\_\_\_\_ Satisfactory

\_\_\_\_\_\_\_\_\_ Unsatisfactory

**Overall Rating** [A positive recommendation for tenure and promotion to the rank of Associate Professor should be given only when you have rated the candidate as: 1) Excellent in one area and at least Satisfactory in the other two areas, or 2) Very Good/Highly Satisfactory in all three areas.]

\_\_\_\_\_\_\_\_\_ Grant tenure and promotion to the rank of Associate Professor

\_\_\_\_\_\_\_\_\_ Do not grant tenure and promotion to the rank of Associate Professor

\_\_\_\_\_\_\_\_\_ Abstain (please select reason)

 \_\_\_\_\_\_\_\_\_ I serve on the School Promotion and Tenure Committee

 \_\_\_\_\_\_\_\_\_ Other (please explain)