

Candidate Name: _____ **Academic Year:** _____

Department: _____ **College/School:** _____

Highest Degree: _____ **Awarding Institution:** _____ **Year:** _____

Current Rank: _____ **Tenure Track Hire Date:** _____

New appointment with tenure? Yes No *If yes, skip to tenure vote table below.*

Purpose of Review Retention
(mark all that apply): Promotion to the rank of Associate Professor or Professor
 Tenure at Promoted Rank or Current Rank

Review Year: 3rd year 4th year 5th year 6th year 7th year Professor

Has the probationary period been reduced or extended for any reason? Yes No

If yes, include a copy of the [Tenure Track Probationary Period worksheet](#) to document

Vote Record: Retention <i>(Record Applicable votes)</i>	# of Eligible Voters	Yes	No	Abstain	Not Participating	Vote Date
Shared Unit:						
Department Advisory Committee (DAC)						
Department Chairperson						
College Advisory Committee (CAC)						
College Dean						
UPTAC						
Cognizant Vice President						
President						

Vote Record: Promotion <i>(Record Applicable votes)</i>	# of Eligible Voters	Yes	No	Abstain	Not Participating	Vote Date
Shared Unit:						
Department Advisory Committee (DAC)						
Department Chairperson						
College Advisory Committee (CAC)						
College Dean						
UPTAC						
Cognizant Vice President						
President						

Vote Record: Tenure <i>(Record Applicable votes)</i>	# of Eligible Voters	Yes	No	Abstain	Not Participating	Vote Date
Shared Unit:						
Department Advisory Committee (DAC)						
Department Chairperson						
College Advisory Committee (CAC)						
College Dean						
UPTAC						
Cognizant Vice President						
President						

Notes & Instructions:

- Absentee vote:* Absent members' written opinions shall be disclosed at the meeting and their votes will be counted the same as other votes. Absentee votes must be received prior to the meeting at which a vote is taken by the department advisory committee. (6-303)
- Abstain:* A person participating in the meeting, but choosing not to vote. May be a technical abstention (e.g., already voted at a prior level) or choosing not to vote yes or no.
- Not participating:* A person who does not attend the meeting and does not submit an absentee vote. Used to add up to the # of eligible voters.