

## **Table of Contents**

- A. College Routing Form**
- B. College Promotion and/or Tenure Cover Sheet**
- C. Table of Contents**
- D. NMSU Contract Status and Dossier Review Form**
- E. Promotion and/or Tenure Recommendations**
  - 1. Department P&T Recommendation**
  - 2. Department P&T Minority Report**
  - 3. Department Head Recommendation**
  - 4. College Faculty Affairs OR College-Track Faculty Promotion Committee Recommendation**
  - 5. College Dean's Recommendation**
  - 6. Candidate Rebuttal(s)**
  - 7. Documentation Concerning Credit for Prior Service, Probation Period Reductions or Extensions**
  - 8. Mid-Probationary Review**
- F. Executive Summary**
- G. Curriculum Vitae**
- H. Annual Performance Review**
  - 1. Annual Performance Reports**
  - 2. Allocation of Effort and Goals Form**
  - 3. Department Head's Annual Appraisals**
  - 4. Promotion and/or Tenure Progress Reports**
- I. Most Recent Conflict of Interest Form**
- J. Promotion and Tenure Policies**
  - 1. Department Functions and Criteria Document**
  - 2. College Promotion and Tenure Policy**
- K. External Reviews**
  - 1. Sample Request Letter**
  - 2. Qualifications of Reviewers**
  - 3. Reviewer Letters**