

Checklist for Applications for PROMOTION Faculty of Science

Name _____ Dept. _____

PART A – APPLICATION

- This section has been completed in its entirety by the candidate.
- A full curriculum vitae is attached. (A CV is not a substitute for the completion of Part A, but should be included in the supporting documents submitted by the candidate.)

SUPPORTING DOCUMENTATION

- Narrative/summary of your areas of academic responsibility (i.e. teaching dossier, research profile or dossier, and service/administration dossier)
- Copies of SEEQ reports.
- Supporting documentation is attached. The following is simply a list of some of the optional material you may wish to include with your application.

Teaching:

- summative evaluations by students.
- evaluations by peers.
- formative evaluations by students.
- evidence of design of new courses.
- published teaching materials, such as notes or software.
- samples of lecture notes, lab manuals or examinations.
- evidence of effective graduate student teaching.
- written comments by students or former students.
- published textbooks.

Research:

- refereed publications, refereed conference proceedings, published software.
- reviewed research monographs.
- successful graduate student thesis research supervision.
- patents.
- reviewed, advanced textbooks which contain substantial original work, and/or an original synthesis of a large body of research.
- research in collaboration with industry, government or other outside body, provided the quality of this research can be evaluated and shown to be of high standard.

Service:

- service to the department, faculty or university.
- service to the general scientific community.
- service to the community at large that makes use of the faculty member's knowledge and skills as a scientist in those services.

Signature of Applicant: _____

Received by: _____

Date Received: _____