

PROMOTION BALLOT: Promotion and Tenure Committee

Date: _____

Recommendation for Promotion: Yes _____ No _____ Abstain _____

Applicant's Name: _____

Division: _____

Current Rank: _____

Employment dates (month and year):

1. Employment, USC System: _____

2. USC Sumter: _____

3. Entered Tenure Track: _____

4. Tenure Received: _____

5. Length of Service at USC Sumter: _____

6. Achieved Ranks:

a. Associate Professor/Librarian _____

b. Assistant Professor/Librarian _____

c. Instructor _____

Rank sought in promotion application:

Professor _____

Librarian _____

Associate Professor _____

Associate Librarian _____

PERFORMANCE CATEGORIES (note **new scale** per FO motion April 2019):

Performance levels are assigned to the extent that the faculty member's file supports the following criteria.

5. Reserved for the **highest levels** of accomplishment and performance over the period of time considered

3. Indicates a **high** level of achievement

1. Indicates **satisfactory** or adequate levels of performance

U. Indicates **unsatisfactory** levels of performance

N. Indicates no documentation for the activity in this category

	5	4	3	2	1		U	N
Teaching Effectiveness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Scholarship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

(See reverse side)

Justifications

Justifications are required with all ballots and will be forwarded with the applicant's P&T file.

The following four areas represent general qualifications for promotion and/or tenure. Comment on any observations that you think are noteworthy and justify your recommendation.

Education:

Record at USC:

Work Experience:

Professional Activities:

The following headings correspond to the performance categories on the preceding page. **Repeat the score** that you assigned the applicant in each category and type your reasons for the rating. You may expand the space provided for each category as needed.

Teaching Effectiveness:

Scholarship:

Service:

Other Comments: