



## Faculty Reappointment Checklist\*

_____	CV
_____	Personal Statement (Tenure-track required; Non-tenure track optional but recommended)
_____	Retention Committee's Recommendation Statement
_____	Retention Committee's Summary Evaluation
_____	Faculty Peer Teaching Evaluations
_____	Student Evaluations: Computer Summary Only (All classes)
_____	Materials Submitted by Candidate (optional)
_____	Faculty Semester Workload Form (by semester)
_____	Supplemental Evidence for Tenure Recommendations (Tenure recommendations should be accompanied by a department written submission. Please refer to the Faculty Handbook link below for a detail description of this requirement) <a href="http://ww2.wpunj.edu/adminsrv/hr/FacultyHandBook/Appendix2.htm">http://ww2.wpunj.edu/adminsrv/hr/FacultyHandBook/Appendix2.htm</a>

### Distribution:

Original: Provost's Office  
Copy: Dean's Office  
Copy: Department Chair's Office

\* Please see that reappointment folders are assembled in the above order.