University of Colorado Denver
Dossier Checklist for Clinical Teaching Track (CTT) Faculty
Appointment, Reappointment and Promotion

Candidate’s Name: _____________________________________________________________

School/College: _______________________________________________________________

Department: ________________________________________________________________

Current Rank: __________________________________________________________________

Action Requested: ☐ Appointment to Assistant Professor ☐ Appointment to Associate Professor
☐ Reappointment ☐ Promotion to Associate Professor ☐ Promotion to Professor

Time/Effort Distribution: _____% Teaching _____% Research/Creative Work _____% Service/Leadership

☐ UCD7 Form, with all signatures

☐ Primary unit criteria

☐ Previous personnel actions, if any (previous appointment letters)

☐ Official Letter of Offer

☐ Primary unit recommendation
  ☐ Vote summary (yes-no-recusal-absent):
  ☐ If vote not unanimous, explanation and minority report

☐ Department Chair’s letter, if applicable

☐ First level review (Dean’s Advisory Committee-Clinical Teaching Track)
  ☐ Vote summary (yes-no-recusal-absent):
  ☐ If vote not unanimous, explanation and minority report

☐ Dean’s recommendation

☐ Recommendation letters, if required
  ☐ Total number meets requirements ☐ Explanation if requirement not met

☐ Candidate’s current vita

☐ Summary statement by candidate

☐ Teaching
  ☐ Candidate’s statement
  ☐ Supporting material

☐ Research/Creative Work/Scholarly Activities
  ☐ Candidate’s statement
  ☐ Supporting material

☐ Service/Leadership
  ☐ Candidate’s statement
  ☐ Supporting material

__________________________________________  ____________________________
Dean’s Signature  Date

CTT 7.29.19