

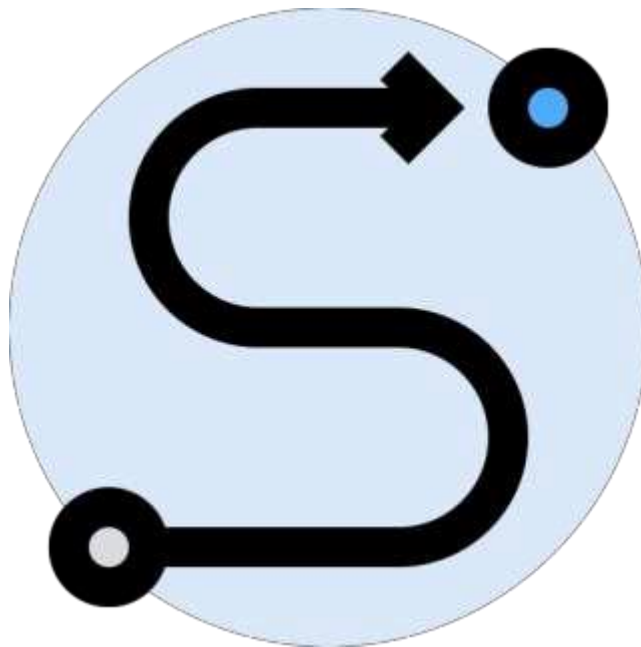
Strategies for Success Supplemental

Vote Recording Tables

Resource for Review Committees

July 2025

Office of the Provost
Office of Faculty Affairs



University of Colorado
Denver

COMPREHENSIVE REVIEW FOR REAPPOINTMENT

Example Table for Recording Evaluation

Use the designations **on track for tenure**; **not on track for tenure, but could meet standards for tenure with appropriate corrections**; or **not on track for tenure** for evaluations of the three categories.

Evaluation of Teaching (Librarianship), Scholarly/Creative Work, and Leadership/Service (OT = on track for tenure, NY = not yet on track for tenure, but could meet standards with appropriate corrections, NOT = not on track for tenure)	Teaching (Librarianship)	Scholarly/Creative Work	Leadership/Service
Department/Primary Unit	6OT	4NY, 2OT	4NOT, 2NY
Dean's Review/Advisory Committee	5OT, 2NY	4OT, 3NY	5NY, 1OT, 1NOT
Dean's Evaluation	OT	OT	NY

Example Table for Recording Overall Recommendation

For the overall rating, use **only** the designations **on track for tenure**; **not on track for tenure, but could meet standards for tenure with appropriate corrections**; or **not on track for tenure** in reviews by the primary unit, the dean's review/advisory committee, and the dean in Comprehensive Review evaluations.

Overall Evaluation	On track for tenure	Not yet on track for tenure, but could meet standards for tenure with appropriate corrections	Not on track for tenure
Department/Primary Unit	6	0	0
Dean's Review/Advisory Committee	5	1	1
Dean's Evaluation	X		

Record the overall vote for reappointment.

Votes	Yes	No	Recusal	Absent
Department/Primary Unit	6	0	0	1
Dean's Review/Advisory Committee	6	1	0	0
Dean's Recommendation	X			

Note: In the Primary Unit evaluations, the total in the vote table should equal the number of faculty eligible to vote. Faculty who are eligible to vote but cannot vote due to departmental bylaws restrictions (e.g., the chair), participation in upper levels of review (DAC, Dean, or VCAC), or a conflict of interest should be counted as recused.

TENURE AND PROMOTION REVIEW

Example Table for Recording Evaluation

Evaluation of Teaching, Scholarly/Creative Work, and Leadership/Service (E = excellent, M = meritorious, NM = not meritorious)	Teaching (Librarianship)	Scholarly/ Creative Work	Leadership/ Service
Department/Primary Unit	6M, 1E	7E	4E, 3M
Dean's Review Committee	4E, 3M	6E, 1M	4NM, 2M, 1E
Dean's Evaluation	E	E	M

Example Table for Recording Overall Recommendation

Votes	Yes	No	Recusal	Absent
Department/Primary Unit	7	0	0	1
Dean's Review Committee	6	1	1	0
Dean's Recommendation	X		NA	NA

Note: In the Primary Unit evaluations, the total in the vote table should equal the number of faculty eligible to vote. Faculty who are eligible to vote but cannot vote due to departmental bylaws restrictions (e.g., the chair), participation in upper levels of review (DAC, Dean, or VCAC), or a conflict of interest should be counted as recused.

PROMOTION TO FULL PROFESSOR REVIEW

Example Table for Recording Evaluation

Evaluation of Teaching, Scholarly/Creative Work, and Leadership/Service (E = excellent, M = meritorious, NM = not meritorious)	Teaching (Librarianship)	Scholarly/ Creative Work	Leadership/ Service
Department/Primary Unit	4E	3M, 1E	3NM, 1M
Dean's Review Committee	4M, 3E	5E, 2M	5M, 2NM
Dean's Evaluation	E	E	M

Example Table for Recording Votes for Promotion

Votes for Promotion	Yes	No	Recusal	Absent
Department/Primary Unit	4	0	0	1
Dean's Review/Advisory Committee	5	2	1	0
Dean's Recommendation	X		NA	NA

Example Table for Recording the Overall Recommendation

Votes			
Department/Primary Unit	RECORD TAKEN	AS A WHOLE	IS EXCELLENT*
Dean's Review/Advisory Committee	RECORD TAKEN	AS A WHOLE	IS EXCELLENT*
Dean's Recommendation	RECORD TAKEN	AS A WHOLE	IS EXCELLENT*

Note: In the Primary Unit evaluations, the total in the vote table should equal the number of faculty eligible to vote. Faculty who are eligible to vote but cannot vote due to departmental bylaws restrictions (e.g., the chair), participation in upper levels of review (DAC, Dean, or VCAC), or a conflict of interest should be counted as recused.