

COSFAP POLICIES AND PROCEDURES 2019 AMENDMENTS

Approved by COSFAP on 12/18/2019 and Faculty Council on 1/7/2020

CURRENT WORDING RE LETTERS OF EVALUATION (page 30)

The individuals providing letters of Evaluation should indicate whether they believe that the nominee would qualify for promotion to the proposed faculty rank or its equivalent.

REVISION OF THAT STATEMENT TO ALLOW MORE FLEXIBILITY

The individuals providing letters of Evaluation should be asked, if they can, to address contributions of the candidate to the field, to rank the candidate among peers at the same stage of career, and/or preferably to report if they believe that the nominee would qualify for promotion to the proposed faculty rank or its equivalent at the Evaluator's institution.

NEW LATERAL ACADEMIC MOVE STATEMENT (Page 11; i.e., for candidates moving from another academic institution and requesting same academic rank as that held at prior institution)

To facilitate academic appointment for faculty who have been recruited from another academic institution and for whom appointment is being requested at the same academic rank that was held at the prior institution, the candidate's appointment process can be expedited via a simplified packet submitted for review by COSFAP. Specifically, the packet submitted to COSFAP for review should contain the candidate's CV in Rush format and the Chair's Letter that adequately describes and documents how the candidate meets Rush criteria for the appointment (i.e., the two criteria chosen to document excellence for Associate Professor appointment or the three criteria chosen to document excellence for Professor appointment); then, the packet can move forward without the need for outside letters of Evaluation and Endorsement. If the Chair's Letter and the CV do not provide the necessary documentation of excellence in the chosen criteria as determined by COSFAP at its meeting, then additional information and/or letters of Evaluation and/or Endorsement could be requested from the candidate's Chair by COSFAP.