



**Post-Tenure Dossier Contents
Associate Professors and Professors**

File name in Post-Tenure Faculty Review System	Dossier Attachments – PDF Documents to upload
01_Overview Document	Post-tenure review overview document which includes instructional, research and creative activity, and service statements, use template provided.
02_CV	Curriculum Vitae Most <i>current</i> vita on the day you submit your dossier.
03_Annual Assignments	Annual assignments for the five-year review period.
04_Sabbatical Report	Final report of sabbatical activities if one was taken during the review period. If you did not take a sabbatical during the review period, upload a blank page indicating N/A.
05_Annual Evaluations	Annual Evaluations for the five-year review period. Complete and signed final versions.
06_Student Perceptions of Instruction	Student Perceptions of Instruction for all courses taught during the five-year review period (including comments).
07_College Criteria	Current <i>approved</i> college criteria are available at: https://facultyexcellence.ucf.edu/promotion/criteria/ If you do not have college criteria, upload a blank page indicating N/A.
08_Department Criteria	Current <i>approved</i> department criteria (must be marked approved by Faculty Excellence) are available at: https://facultyexcellence.ucf.edu/promotion/criteria/
09_Annual Evaluation Standards and Procedures	Current <i>approved</i> AESPs (must be marked approved by Faculty Excellence) are available at: https://facultyexcellence.ucf.edu/evaluations/annual-evaluation-standards-and-procedures/



Faculty Review and Optional Response to Chair Assessment and Dean Evaluation

Faculty should refer to the post-tenure review schedule and take note of the anticipated date for their 10 business days window for review of the chair assessment and dean evaluation.

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13_Faculty Response	Faculty will have a period of ten business days to review and submit optional response to the chair's assessment and dean's evaluation. After the ten days, faculty <u>must push the "Reviewed" button</u> to send the dossier forward.