<u>PROMOTION BALLOT: Promotion and Tenure Committee</u>   Date: _____

<u>Recommendation for Promotion</u>*:*   **Yes _____   **No** _____   **Abstain** _____

Applicant's Name: _____

Division: _____

Current Rank: _____

Employment dates (month and year):
    1. Employment, USC System: _____   6. Achieved Ranks:
    2. USC Sumter: _____   a. Associate Professor/Librarian _____
    3. Entered Tenure Track: _____   b. Assistant Professor/Librarian _____
    4. Tenure Received: _____   c. Instructor _____
    5. Length of Service at USC Sumter: _____

Rank sought in promotion application:
    Professor _____   Librarian _____
    Associate Professor _____   Associate Librarian _____

<u>PERFORMANCE CATEGORIES</u> (note **<u>new scale</u>** per FO motion April 2019):

Performance levels are assigned to the extent that the faculty member's file supports the following criteria.

 5. Reserved for the **highest levels** of accomplishment and performance over the period of time considered
 3. Indicates a **high** level of achievement
 1. Indicates **satisfactory** or adequate levels of performance

 U. Indicates **unsatisfactory** levels of performance
 N. Indicates no documentation for the activity in this category

	5	4	3	2	1	U	N
Teaching Effectiveness	☐	☐	☐	☐	☐	☐	☐
Scholarship	☐	☐	☐	☐	☐	☐	☐
Service	☐	☐	☐	☐	☐	☐	☐

 (See reverse side)

Justifications

Justifications are required with all ballots and will be forwarded with the applicant's P&T file.

The following four areas represent general qualifications for promotion and/or tenure. Comment on any observations that you think are noteworthy and justify your recommendation.

Education:

Record at USC:

Work Experience:

Professional Activities:

The following headings correspond to the performance categories on the preceding page. **Repeat the score** that you assigned the applicant in each category and type your reasons for the rating. You may expand the space provided for each category as needed.

☐ **Teaching Effectiveness:**

☐ **Scholarship:**

☐ **Service:**

Other Comments: