

CHECKLIST for Promotion Consideration 2024
Librarian/Archivist 3 to Librarian/Archivist 4
(Send to Faculty Relations on top of each case)

NAME: _____

UNIT: _____ **2nd UNIT:** _____

Please attach items 1

Negative

RECOMMENDATION TO DEAN/UNIVERSITY ARCHIVIST

Due: July 1, 2024

Recommendation:

Positive

Negative

- 4. Recommendation to the Dean with record of vote.
- 5. Copy of LAPC
faculty member to respond to the Dean/UA
Date copy transmitted to faculty member: _____ 14-day period for
- 6. List of questions to member and responses, if requested by LAPC
- 7.
- 8. Referee Letters and copies of anonymized version (if requested by member) 4 minimum from
:

 2 should normally be external to the University
- 9. All documents on referee selection
- 10. Copy of email and guidelines sent to referees by the LAPC

for promotion including:

- Current curriculum vitae
- Summary of major achievements consistent with criteria for promotion
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